



AGENDA

FOR COMMUNITY WELLBEING AND SPORT COMMITTEE MEETING TO BE HELD ON

15 DECEMBER 2020 AT CONCLUSION OF THE INNOVATION AND BUSINESS DEVELOPMENT COMMITTEE

**IN WITTBER & DR RUBY DAVY ROOMS, SALISBURY COMMUNITY HUB,
34 CHURCH STREET, SALISBURY**

MEMBERS

Cr A Duncan (Chairman)
Mayor G Aldridge (ex officio)
Cr B Brug
Cr C Buchanan (Deputy Chairman)
Cr D Hood
Cr P Jensen
Cr S Ouk
Cr J Woodman

REQUIRED STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager Community & Org. Development, Ms G Page
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

APOLOGIES

LEAVE OF ABSENCE

PRESENTATION OF MINUTES

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OTHER BUSINESS

CONFIDENTIAL ITEMS

5.4.1 Compensation Request - Salisbury United Soccer Club, Burton Park Community Recreation Facility

Recommendation

Pursuant to section 83(5) of the *Local Government Act 1999* the Chief Executive Officer has indicated that, if Council so determines, this matter may be considered in confidence under Part 3 of the *Local Government Act 1999* on grounds that:

1. *Pursuant to Section 90(2) and (3)(b)(i) and (b)(ii) and (d)(i) and (d)(ii) of the Local Government Act 1999, the principle that the meeting should be conducted in a place open to the public has been outweighed in relation to this matter because:*
 - *it relates to information the disclosure of which could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and*
 - *information the disclosure of which would, on balance, be contrary to the public interest; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and*
 - *commercial information of a confidential nature (not being a trade secret) the disclosure of which would, on balance, be contrary to the public interest.*
2. *In weighing up the factors related to disclosure,*
 - *disclosure of this matter to the public would demonstrate accountability and transparency of the Council's operations*
 - *Non-disclosure of this matter at this time will protect financial information included in the report that was previously provided to Council in confidence, the disclosure of which may confer an advantage on a third party or prejudice the commercial position of Council.*

*On that basis the public's interest is best served by not disclosing the **Compensation Request - Salisbury United Soccer Club, Burton Park Community Recreation Facility** item and discussion at this point in time.*
3. *Pursuant to Section 90(2) of the Local Government Act 1999 it is recommended the Council orders that all members of the public, except staff of the City of Salisbury on duty in attendance, be excluded from attendance at the meeting for this Agenda Item.*

CLOSE



**MINUTES OF SPORT, RECREATION AND GRANTS COMMITTEE MEETING
HELD IN THE WITTBER AND DR RUBY DAVY ROOMS, 34 CHURCH STREET,
SALISBURY ON**

9 NOVEMBER 2020

MEMBERS PRESENT

Cr A Duncan (Chairman)
Mayor G Aldridge (ex officio)
Cr L Braun
Cr C Buchanan (Deputy Chairman)
Cr N Henningsen
Cr D Hood
Cr S Ouk
Cr S Reardon

OBSERVERS

Cr J Woodman, Cr P Jensen and Cr K Grenfell

STAFF

Chief Executive Officer, Mr J Harry
General Manager Business Excellence, Mr C Mansueto
General Manager Community and Org. Development, Ms G Page
Manager Governance, Mr M Petrovski
Governance Support Officer, Ms K Boyd

The meeting commenced at 6.30 pm.

The Chairman welcomed the members, staff and the gallery to the meeting.

APOLOGIES

There were no Apologies.

LEAVE OF ABSENCE

Nil

PRESENTATION OF MINUTES

Moved Cr N Henningsen
Seconded Mayor G Aldridge

The Minutes of the Sport, Recreation and Grants Committee Meeting held on 12 October 2020, be taken as read and confirmed.

CARRIED

REPORTS

Administration

7.0.1 Future Reports for the Sport, Recreation and Grants Committee

Moved Cr S Ouk
Seconded Cr S Reardon

1. The information is received.

CARRIED

Community Grants

7.2.1 Community Grants Program Applications for November 2020

Moved Cr S Reardon
Seconded Mayor G Aldridge

1. The information is received and noted.

CARRIED

7.2.2 22/2020: Adelaide Tamil Association Inc. - Community Grants Program Application

Moved Cr C Buchanan
Seconded Mayor G Aldridge

1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2020 round of Community Grants as follows:
 - a. Grant No. 22/2020: Adelaide Tamil Association Inc. be awarded the amount of **\$5,000.00** to assist with the purchase of **venue hire (exclusive of bond), sound system hire and traffic management** as outlined in the Community Grant Application.

CARRIED

7.2.3 23/2020: Mawson Boat Club Inc. - Community Grants Program Application

Moved Cr L Braun
 Seconded Cr N Henningsen

1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee assessed and allocated funding for the November 2020 round of Community Grants as follows:
 - a. Grant No. 23/2020: Mawson Boat Club Inc. be awarded the amount of **\$1,600** to assist with the purchase of **rowing uniforms** as outlined in the Community Grant Application.

CARRIED

7.2.4 Sports and Community Clubs COVID-19 Recovery Support Package Applications for November 2020

Moved Cr N Henningsen
 Seconded Cr S Ouk

1. The information is received and noted.
2. That Council reaffirm its commitment to supporting our sporting and community clubs by assisting them with the anticipated financial loss due to forced closures and suspensions of competition.
3. The Sports and Community Clubs COVID-19 Recovery Support Packages be extended to the end of the 2021 financial year and that Council communicates directly with all sporting and social clubs advising of the extended date.

Cr S Ouk sought leave of the meeting to withdraw her seconding of the Motion.

Moved Cr C Buchanan
 Seconded Mayor G Aldridge

That the meeting permit Cr Ouk to withdraw her seconding of the Motion.

CARRIED

The MOTION then LAPSED for want of a SECONDER.

Moved Mayor G Aldridge
 Seconded Cr S Reardon

1. The information is received and noted.

CARRIED

7.2.5 Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Salisbury Little Athletics Centre

Moved Cr D Hood
Seconded Cr C Buchanan

1. The Sport, Recreation and Grants Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$3,000 to the Salisbury Little Athletics Centre to assist with the following COVID-19 related expenses – Social distancing stickers, Hand sanitizer, Hand wipes, COVID safe Marshall vests, Post office Box fee, Electricity, Rent for March, COVID equipment/supplies, Storage equipment, Website fees and Uniforms/t-shirts.

CARRIED

7.2.6 Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Penfield Bowling Club

Moved Mayor G Aldridge
Seconded Cr C Buchanan

1. The Sport, Recreation and Grants Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$5,000 to the Penfield Bowling Club to assist with the following COVID-19 related expenses – Insurance, PSA, Stock, Security, Salisbury Council – Water, Telstra, Chemicals for greens, Subs, Waste, Repairs & Maintenance and Machinery.

CARRIED

7.2.7 Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Para Hills East Soccer Club

Moved Cr C Buchanan
Seconded Cr S Reardon

1. That Council approve the grant allocation of \$4,983 for the Para Hills East Soccer Club to assist with the following COVID-19 related expenses – hand sanitizers, soap dispensers, hand dryers, deep fryer and energy bills.

CARRIED

7.2.8 Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - North Pines Sports & Social Club

Cr C Buchanan declared an actual conflict of interest on the basis of being the President of the North Pines Sports & Social Club.

Cr Buchanan left the meeting at 6.54 pm.

Moved Cr L Braun
Seconded Cr S Ouk

1. That Council approve the grant allocation of \$5,000 for the North Pines Sports & Social Club to assist with the following COVID-19 related expenses – uniforms, equipment, electricity, insurance, security and cleaning costs.

CARRIED

Cr C Buchanan returned to the meeting at 6.56 pm.

OTHER BUSINESS

Nil

The meeting closed at 6.56 pm.

CHAIRMAN.....

DATE.....

ITEM	5.0.1
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Future Reports for the Community Wellbeing and Sport Committee
AUTHOR	Michelle Woods, Projects Officer Governance, CEO and Governance
CITY PLAN LINKS	4.2 We deliver quality outcomes that meet the needs of our community
SUMMARY	This item details reports to be presented to the Community Wellbeing and Sport Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

RECOMMENDATION

1. The information is received.

ATTACHMENTS

There are no attachments to this report.

1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each committee for noting.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Report authors and General Managers.
- 2.2 External
 - 2.2.1 Nil.

3. REPORT

3.1 The table below outlines the reports to be presented to the Community Wellbeing and Sport Committee as a result of a Council resolution.

Meeting Item	- Heading and Resolution	Officer
28/10/2019 1.1.3	Collaboration Agreement between Council and Community Centres 3. That the Innovation and Business Development Sub Committee conduct a review of the Collaboration Agreement over the next 12 months and conduct a review of the management model for Community Hubs (Burton, Para Hills and Ingle Farm) by June 2020. Due: December 2020 Deferred to: January 2021 Reason: Require opportunity to consult with key stakeholders.	Jo Cooper
28/10/2019 2.1.1	Burton Community Hub Project Update 2. That development of a management model be considered as part of a review of community hub models, including the Paddocks Hub by the Innovation and Business Development Sub Committee to be reported to the sub committee by April 2020. Due: December 2020 Deferred to: January 2021 Reason: Require opportunity to consult with key stakeholders.	Jo Cooper
28/09/2020 2.5.5	Bridgestone Athletics Centre – Management Model Update 3. A periodic report be provided on a six (6) monthly basis to Sport Recreation and Grants Committee regarding the performance of, and recommendations for, the management of Bridgestone Athletics Centre. Due: April 2021	Adam Trottman

4. CONCLUSION / PROPOSAL

4.1 Future reports for the Community Wellbeing and Sport Committee have been reviewed and are presented to Council for noting.

CO-ORDINATION

Officer:	Executive Group	GMCOD	GMCI
Date:	07/12/2020	02/12/2020	03/12/2020

ITEM	5.1.1
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Community Grants Program Applications for December 2020
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community & Org. Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity
SUMMARY	This report outlines the Community Grants Program Applications submitted for the December 2020 round. One application is submitted for Recommendation to Council and one application is submitted for consideration by the Community Wellbeing and Sport Committee, each in an individual report.

RECOMMENDATION

1. The information is received and noted.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Community Grants Program Guidelines and Eligibility Criteria

1. BACKGROUND

- 1.1 Three (3) applications were received for the December 2020 round of Community Grants of which one (1) requires further information.

2. REPORT

- 2.1 One (1) application is presented for the December 2020 round of Community Grants for consideration, of which is deemed compliant and listed below:
 - 2.1.1 24/2020: La Festa di San Giuseppe Association Inc.
Agenda item 5.1.2; Community Wellbeing and Sport Committee; 15/12/2020

2.2 One (1) application is presented for the December 2020 round of Community Grants for Recommendation to Council for funding consideration, as the application is submitted in retrospect due to the revised Committee structure resulting in the meeting taking place after it was anticipated on 30 November 2020:

2.2.1 25/2020: One Life Community Assist Limited
Agenda item 5.1.3; Community Wellbeing and Sport Committee; 15/12/2020

2.3 One (1) application received for the December 2020 round of Community Grants requires further information and will be submitted for consideration once the information is received:

2.3.1 26/2020: Pooraka Football Club Inc.

2.4 The Community Grants Program funding budget allocation for 2020/2021 is **\$60,000**, noting the standing budget allocation is \$120,000 of which 50% has been repurposed to the Sports and Community Clubs COVID-19 Recovery Support Package.

2.5 The money committed to the two (2) compliant applications for the December 2020 round, if approved, is **\$9,700.00**.

2.6 The remaining balance of the grant funding if the two (2) applications are approved is **\$26,700.00**.

3. CONCLUSION / PROPOSAL

3.1 One (1) Community Grants Program application is presented for Recommending funding consideration at the Council meeting in December 2020.

3.2 One (1) Community Grants Program application is presented for funding consideration at the Community Wellbeing and Sport Committee meeting in December 2020.

3.3 One (1) Community Grants Program Application requires further information and will be presented once the information has been received.

CO-ORDINATION

Officer: EXECUTIVE GROUP

Date: 07/12/2020

ITEM	5.1.2
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	24/2020: La Festa di San Giuseppe Association Inc. - Community Grants Program Application
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community & Org. Development
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity
SUMMARY	The La Festa di San Giuseppe Association Inc. Application is submitted to the Community Wellbeing and Sport Committee for consideration.

RECOMMENDATION

1. In accordance with delegated powers set out in the endorsed Terms of Reference, the Community Wellbeing and Sport Committee assessed and allocated funding for the December 2020 round of Community Grants as follows:
 - a. Grant No. 24/2020: La Festa di San Giuseppe Association Inc. be awarded the amount of **\$4,700.00** to assist with the purchase of **marquee/pavilion hire, weights, tables, chairs, umbrellas, Bain Marie and stage hire for the St. Joseph's Italian Festival 2021** as outlined in the Community Grant Application.
 - b. La Festa di San Giuseppe Association Inc. provide an updated copy of public liability insurance that covers the date of the event as soon as it is renewed or no later than Monday, 15 March 2021.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 24/2020: La Festa di San Giuseppe Association Inc. - Application

1. BACKGROUND

- 1.1 La Festa di San Giuseppe Association Inc. (St. Joseph Italian Community Centre) received \$1,200 Community Grants Program funding in November 2008 to assist with the purchase of plates for ongoing use.

2. REPORT

- 2.1 The La Festa di San Giuseppe Association Inc. Application meets the eligibility criteria for the requested Community Grants Program funding, noting that the current public liability insurance expires on 14 March 2021, before the event is scheduled to take place on Sunday, 21 March 2021.

- 2.2 The Applicant has been notified that we require an updated copy of evidence of insurance once the policy has been renewed, and is included in the Recommendation of this report.

3. CONCLUSION / PROPOSAL

- 3.1 The La Festa di San Giuseppe Association Inc. Application is submitted to the Community Wellbeing and Sport Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.3		
	COMMUNITY WELLBEING AND SPORT COMMITTEE		
DATE	15 December 2020		
PREV REFS	Council	GB10	26/10/2020
	Council	GB3	23/11/2020
HEADING	25/2020: One Life Community Assist Limited - Community Grants Program Application		
AUTHOR	Bronwyn Hatswell, PA to General Manager, Community & Org. Development		
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected 1.4 We are proud of our strengths, achievements and cultural diversity		
SUMMARY	The One Life Community Assist Limited Application is submitted to the Community Wellbeing and Sport Committee to recommend consideration, in retrospect, by Council.		

RECOMMENDATION

1. Council assess and allocate funding for the December 2020 round of Community Grants as follows:
 - a. Grant No. 25/2020: One Life Community Assist Limited be awarded the amount of **\$5,000.00** to assist with the purchase of **staging and sound** as outlined in the Community Grant Application.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. 25/2020: One Life Community Assist Limited - Application

1. BACKGROUND

- 1.1 One Life Community Assist Limited received \$5,000 Community Grants Program funding in November 2019 to assist with the purchase of stage and sound hire for the 2019 Parafield Gardens Community Carols event.

2. REPORT

- 2.1 The One Life Community Assist Limited Application was received for the December 2020 round of Community Grants, expecting to be submitted to the Sport, Recreation and Grants Committee for consideration at its meeting scheduled for 30 November 2020.

2.2 At its meeting held 26 October 2020, Council resolved (inter alia):

6.3 Council Committee Structure 2020 to 2022

That the Council/Committee Governance structure for the remainder of the 2018/2022 Council term of office, commencing from the conclusion of the November 2020 meeting of Council, be adopted as follows:

1. *Pursuant to section 41 of the Local Government Act 1999, the following committees be established:*
 - *Community Wellbeing and Sport Committee*
4. *The Terms of Reference for all Committees, as shown in Attachment 1 in the report to Item No. 6.3 on the agenda for the meeting of Council on Monday, 26 October 2020, be adopted ...*
7. *A draft Meeting Schedule to accommodate the adopted Council/Committee Structure, commencing December 2020 and for the duration of 2021, be prepared and presented to the November 2020 meeting of the Resources and Governance Committee, to reflect a four week monthly meeting cycle as follows:*
 - *week one - informal gatherings and workshops,*
 - *week two - sub committees,*
 - *week three - committees, noting that the Innovation and Business Development Committee and Community Wellbeing and Sport are to meet consecutively*
 - *week four - Council*

Resolution Number 0715/2020

2.3 Subsequently, its meeting held 23 November 2020, Council resolved (inter alia):

3.6.1 Formal Meeting Schedule: December 2020 – December 2021

1. *The Formal Meeting Schedule as set out in Attachment 1 to this report (Item 3.6.1, Resources and Governance Committee, 16 November 2020) is endorsed.*

Resolution Number 0753/2020

2.4 One Life Community Assist Limited is registered as an ‘Australian Public Company’ and is registered with the Australian Charities and Not-for-Profits Commission (ACNC).

2.5 The One Life Community Assist Limited Application does not meet the Guidelines and Eligibility Criteria as the event is scheduled to take place on Sunday, 13 December 2020, that being before the Application is considered by the Community Wellbeing and Sport Committee on Tuesday, 15 December 2020 (*Community Grants Program Guidelines and Eligibility Criteria section 10.7.1 funding will not be considered for reimbursement of expenses incurred by the organisation prior to grant funds being approved*).

2.6 The One Life Community Assist Limited Application otherwise meets the criteria for the upper limit Community Grants Program funding.

- 2.7 It is requested that the Community Wellbeing and Sport Committee Recommend to Council that the One Life Community Assist Limited Application is considered for funding, on this occasion in retrospect, for the upper limit Community Grants Program funding for the December 2020 round, as the Application was submitted based on advice that it may be considered at the December meeting originally scheduled for 30 November 2020, which was prior to the event taking place.

3. CONCLUSION / PROPOSAL

- 3.1 The One Life Community Assist Limited Application is submitted to the Community Wellbeing and Sport Committee to Recommend funding consideration (in retrospect) at the Council meeting in December 2020, due to the Committee structure review resulting in the Committee meeting later than the date originally taking place on 30 November 2020.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.4 COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Sports and Community Clubs COVID-19 Recovery Support Package Applications for December 2020
AUTHOR	Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority. 1.4 We are proud of our strengths, achievements and cultural diversity. 4.4 We plan effectively to address community needs and identify new opportunities.
SUMMARY	This report outlines the Sports and Community Clubs COVID-19 Recovery Support Package Applications submitted for December 2020 for consideration by the Community Wellbeing & Sport Committee in individual reports.

RECOMMENDATION

1. The information is received and noted.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Sports and Community Clubs COVID-19 Recovery Support Package Application

1. BACKGROUND

- 1.1 At the Council meeting held in May 2020 it was resolved that the Sports & Community Clubs COVID-19 Recovery Support Package be established, effective from 1 June 2020 through to 31 December 2020 unless extended by Council.
- 1.2 The Community Wellbeing & Sport Committee has delegated authority to allocate the funds available and in line with the guidelines and criteria.
- 1.3 The Mandatory criteria for applications to be considered eligible are:
 - Non-Government, Incorporated community organisation or group.
 - Non-incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission. DGR status must be maintained until such time as the Sports & Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application
 - The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an

incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.

- The group/organisation has a satisfactory management structure (e.g. President, Secretary, Treasurer). Evidence must be provided by way of meeting minutes that the group/ organisation's committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application.
- The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports & Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name).
- A copy of the previous year's financial statements and the current financial statements showing any financial impact.
- Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, e.g. rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop.

1.4 The following are not considered eligible:

- Payment of salaries and/or wages to paid staff
- Purchase of alcohol
- Travel and/or accommodation costs
- Costs or lost revenue incurred prior to 1 March 2020 and not related to COVID-19

1.5 The following items may be considered eligible for funding:

- Any operating cost associated with the running of the club
- Costs to replenish any food products used to generate an income for the club that may have been needing to be disposed of
- Equipment to improve hygiene practices
- Equipment required to commence competition or program run by the club
- Funding of programs and or training that support improvement of club member's wellbeing
- Any other cost that the Sports Recreation and Grants Committee considers has merit but must be associated with the impact of COVID-19

1.6 The scaling of eligible funding allocations are:

Annual Revenue	Maximum Grant Available
\$0 to \$5,000	\$500
\$5,001 to \$15,000	\$1,000
\$15,001 to \$25,000	\$2,000
\$25,001 to \$40,000	\$3,000
>\$40,000	\$5,000

2. CONSULTATION / COMMUNICATION

2.1 Internal

2.1.1 N/A

2.2 External

2.2.1 Grant Applicants

3. REPORT

3.1 Five applications for the Sports and Community Clubs COVID-19 Recovery Support Package Applications are presented for December 2020 for consideration of the Community Wellbeing & Sport Committee.

3.2 Five applications meet the Mandatory Criteria and are presented for consideration of the Community Wellbeing & Sport Committee under the delegated authority to allocate the funds available and in line with the guidelines and criteria, including the scale which takes into consideration the annual revenue of the organization.

3.2.1 **Salisbury Bowling club**

Agenda Item 5.1.5 Community Wellbeing & Sport Committee, 15/12/2020

3.2.2 **Salisbury City Band**

Agenda Item 5.1.6 Community Wellbeing & Sport Committee, 15/12/2020

3.2.3 **Salisbury West Sports Club**

Agenda Item 5.1.7 – Community Wellbeing & Sport Committee, 15/12/2020

3.2.4 **Pooraka Farm Community Centre**

Agenda Item 5.1.8 – Community Wellbeing & Sport Committee, 15/12/2020

3.2.5 **Gleeson Football Club**

Agenda Item 5.1.9 – Community Wellbeing & Sport Committee; 15/12/2020

3.3 The budget allocation for the Sports and Community Clubs COVID-19 Recovery Support Package is \$186,741 which has been sourced from re-purposed funds as resolved by Council at the meeting held in May 2020.

3.4 If the committee supports the six applications a total of \$19,997 will be allocated leaving a balance of \$40,258.

3.5 Due to the timing of the Committee meeting, payment will be made to successful applicants and groups will be invited to the January 2021 Council meeting where they will be acknowledged by the Mayor.

4. CONCLUSION / PROPOSAL

4.1 Five applications for the Sports and Community Clubs COVID-19 Recovery Support Package Grant are presented for funding consideration to the Community Wellbeing & Sport Committee.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.5
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Salisbury Bowling Club Inc
AUTHORS	Charles Mansueto, General Manager Business Excellence, Business Excellence Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.4 We are proud of our strengths, achievements and cultural diversity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	The Salisbury Bowling Club Sports and Community Clubs COVID-19 Recovery Support Package Grant Application is submitted to the Community Wellbeing & Sport Committee for consideration

RECOMMENDATION

1. The Community Wellbeing & Sport Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$5,000 to the Salisbury Bowling Club to assist with the following COVID-19 related expenses – Toilet rolls, paper towels, hand soap & sanitizers, mops & buckets, disinfectant, bleach, dishwashing chemicals, paper cups/plates/cutlery, First Aid supplies, gloves, aprons and cleaning equipment for sanitation of bowls mats and jacks.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Salisbury Bowling Club - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application

1. BACKGROUND

- 1.1 The Salisbury Bowling Club Application was received for consideration by the Community Wellbeing & Sport Committee in December 2020.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 N/A
- 2.2 External

2.2.1 Applicant

3. REPORT

- 3.1 An application has been submitted by the Salisbury Bowling Club for the Sports and Community Clubs COVID-19 Recovery Support Package.
- 3.2 The application meets the Mandatory Criteria and is presented for consideration of the Community Wellbeing & Sport Committee under the delegated authority to allocate the funds available and in line with the guidelines and criteria, including the scale which takes into consideration the revenue of the organization.
- 3.3 The Application and supporting documentation is attached for further information with a summary of the application provided below:
- Annual Revenue - \$380,000
 - Amount Requested: \$5,000
 - Why is funding required:
Various extra costs have and are still being incurred, ie increase in loan repayment by \$270.00 per month due to the deferral of the payment, extra cost of cleaning products.
 - Number of Members – 350 (95% reside in CoS)
 - Breakdown of funding requested:
Toilet rolls, paper towels, hand soap & sanitizers \$750
Kitchen cleaning – mops & buckets, disinfectant, bleach, dishwashing chemicals - \$1,850
Catering supplies – one off use paper cups/plates/cutlery - \$1,400
First Aid supplies - \$200
PPE – gloves, aprons - \$370
Cleaning equipment for sanitation of bowls mats and jacks - \$550
- 3.4 It is recommended that funding is provided at \$5,000 to cover the costs requested.

4. CONCLUSION / PROPOSAL

- 4.1 The Salisbury Bowling Club Application is submitted to the Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.6
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Salisbury City Band
AUTHORS	Charles Mansueto, General Manager Business Excellence, Business Excellence Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.4 We are proud of our strengths, achievements and cultural diversity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	The Salisbury City Band Sports and Community Clubs COVID-19 Recovery Support Package Grant Application is submitted to the Community Wellbeing & Sport Committee for consideration.

RECOMMENDATION

1. The Community Wellbeing & Sport Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$1,000 to the Salisbury City Band to assist with the following COVID-19 related expenses – Insurance for Association & Officials Liability and Insurance for Annual Public & Products Liability.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Salisbury City Band - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application

1. BACKGROUND

- 1.1 The Salisbury City Band Application was received for consideration by the Community Wellbeing & Sport Committee in December 2020.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 N/A
- 2.2 External
 - 2.2.1 Applicant

3. REPORT

- 3.1 An application has been submitted by the Salisbury City Band for the Sports and Community Clubs COVID-19 Recovery Support Package.
- 3.2 The application meets the Mandatory Criteria and is presented for consideration of the Community Wellbeing & Sport Committee under the delegated authority to allocate the funds available and in line with the guidelines and criteria, including the scale which takes into consideration the revenue of the organization.
- 3.3 The Application and supporting documentation is attached for further information with a summary of the application provided below:
 - Annual Revenue - \$10,014
 - Amount Requested: \$1,000
 - Why is funding required:

Funding is requested to off-set payments for required insurances to support community events and insurances to allow use of the Salisbury Institute for rehearsals and events by the band. As the band has had no performance revenue post 01 February 2020. These non-recoverable expenses required to be paid with no income to support.
 - Number of Members – 28 (53% reside in CoS)
 - Breakdown of funding requested:

Insurance for Association & Officials Liability - \$415.25
Insurance for Annual Public & Products Liability - \$767.05
- 3.4 It is recommended that funding is provided at \$1,000 to cover the costs requested.

4. CONCLUSION / PROPOSAL

- 4.1 The Salisbury City Band Application is submitted to the Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.7 COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Salisbury West Sports Club
AUTHORS	Charles Mansueto, General Manager Business Excellence, Business Excellence Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.4 We are proud of our strengths, achievements and cultural diversity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	The Salisbury West Sports Club Sports and Community Clubs COVID-19 Recovery Support Package Grant Application is submitted to the Community Wellbeing & Sport Committee for consideration.
RECOMMENDATION	<ol style="list-style-type: none">1. The Community Wellbeing & Sport Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$5,000 to the Salisbury West Sports Club to assist with the following COVID-19 related expenses – Convection Oven and Sports equipment.
ATTACHMENTS	This document should be read in conjunction with the following attachments: <ol style="list-style-type: none">1. Salisbury West Sports Club - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application
1. BACKGROUND	<ol style="list-style-type: none">1.1 The Salisbury West Sports Club Application was received for consideration by the Community Wellbeing & Sport Committee in December 2020.
2. CONSULTATION / COMMUNICATION	<ol style="list-style-type: none">2.1 Internal<ol style="list-style-type: none">2.1.1 N/A2.2 External<ol style="list-style-type: none">2.2.1 Applicant

3. REPORT

- 3.1 An application has been submitted by the Salisbury West Sports Club for the Sports and Community Clubs COVID-19 Recovery Support Package
- 3.2 The application meets the Mandatory Criteria and is presented for consideration of the Community Wellbeing & Sport Committee under the delegated authority to allocate the funds available and in line with the guidelines and criteria, including the scale which takes into consideration the revenue of the organization.
- 3.3 The Application and supporting documentation is attached for further information with a summary of the application provided below:
 - Annual Revenue - \$64,109
 - Amount Requested: \$5,000
 - Why is funding required:
Kitchen upgrade as we are needing a new oven for all sub clubs to benefit from and possibly sub club equipment.
 - Number of Members – 170 (95% reside in CoS)
 - Breakdown of funding requested:
Turbofan Convection Oven - \$4,676
Sports Equipment - \$1,500
- 3.4 It is recommended that funding is provided at \$5,000 to cover the costs requested.

4. CONCLUSION / PROPOSAL

- 4.1 The Salisbury West Sports Club Application is submitted to the Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.8
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Pooraka Farm Community Centre
AUTHORS	Charles Mansueto, General Manager Business Excellence, Business Excellence Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.4 We are proud of our strengths, achievements and cultural diversity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	The Pooraka Farm Community Centre Sports and Community Clubs COVID-19 Recovery Support Package Grant Application is submitted to the Community Wellbeing & Sport Committee for consideration.

RECOMMENDATION

1. The Community Wellbeing & Sport Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$5,000 to the Pooraka Farm Community Centre to assist with the following COVID-19 related expenses – Insurance premium.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Pooraka Farm Community Centre - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application

1. BACKGROUND

- 1.1 The Pooraka Farm Community Centre Application was received for consideration by the Community Wellbeing & Sport Committee in December 2020.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 N/A
- 2.2 External
 - 2.2.1 Applicant

3. REPORT

- 3.1 An application has been submitted by the Pooraka Farm Community Centre for the Sports and Community Clubs COVID-19 Recovery Support Package
- 3.2 The application meets the Mandatory Criteria and is presented for consideration of the Community Wellbeing & Sport Committee under the delegated authority to allocate the funds available and in line with the guidelines and criteria, including the scale which takes into consideration the revenue of the organization.
- 3.3 The Application and supporting documentation is attached for further information with a summary of the application provided below:
 - Annual Revenue - \$259,000
 - Amount Requested: \$5,000
 - Why is funding required:

We have had funding cuts from our major funders DIS Adult Community Education and loss of income from zero private hall hires from March 2020. We have a significant insurance bill of \$7,404 which would usually be covered by hall hire fees.
 - Number of Members – 200 (90% reside in CoS)
 - Breakdown of funding requested:

Insurance premium - \$7,453
- 3.4 It is recommended that funding is provided at \$5,000 to cover the costs requested.

4. CONCLUSION / PROPOSAL

- 4.1 The Pooraka Farm Community Centre Application is submitted to the Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.9
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Sports and Community Clubs COVID-19 Recovery Support Package Grant Application - Gleeson Football Club
AUTHORS	Charles Mansueto, General Manager Business Excellence, Business Excellence Mechelle Potter, Administrative Coordinator - Business Excellence, Business Excellence
CITY PLAN LINKS	1.2 The health and wellbeing of our community is a priority 1.4 We are proud of our strengths, achievements and cultural diversity 4.4 We plan effectively to address community needs and identify new opportunities
SUMMARY	The Gleeson Football Club Sports and Community Clubs COVID-19 Recovery Support Package Grant Application is submitted to the Community Wellbeing & Sport Committee for consideration.

RECOMMENDATION

1. The Community Wellbeing & Sport Committee, in accordance with the delegated powers set out in the Terms of Reference, approve funding of \$3,997 to the Gleeson Football Club to assist with the following COVID-19 related expenses – bin rental, match officials costs, BBQ equipment, Game Day Equipment, Medical Equipment.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. Gleeson Football Club - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application

1. BACKGROUND

- 1.1 The Gleeson Football Club Application was received for consideration by the Community Wellbeing & Sport Committee in December 2020.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 N/A
- 2.2 External
 - 2.2.1 Applicant

3. REPORT

- 3.1 An application has been submitted by the Gleeson Football Club for the Sports and Community Clubs COVID-19 Recovery Support Package.
- 3.2 The application meets the Mandatory Criteria and is presented for consideration of the Community Wellbeing & Sport Committee under the delegated authority to allocate the funds available and in line with the guidelines and criteria, including the scale which takes into consideration the revenue of the organization.
- 3.3 The Application and supporting documentation is attached for further information with a summary of the application provided below:
 - Annual Revenue - \$58,155
 - Amount Requested: \$3,997
 - Why is funding required:
Loss of revenue due to the cancelling of fundraising events – no fundraising events were held during the year due to COVID restrictions.
 - Number of Members – 60 (25% reside in CoS)
 - Breakdown of funding requested:
Bin rental - \$957.37
Match officials - \$435.00
Purchases – Equipment – BBQ - \$447.00
Purchases – Equipment – Game Day - \$2,017.97
Purchases – Equipment – Medical - \$139.35
- 3.4 It is recommended that funding is provided at \$3,997 to cover the costs requested.

4. CONCLUSION / PROPOSAL

- 4.1 The Gleeson Football Club Application is submitted to the Committee for consideration.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

ITEM	5.1.10
	COMMUNITY WELLBEING AND SPORT COMMITTEE
DATE	15 December 2020
HEADING	Minor Capital Works Grant Program - St Augustines Soccer Club Application
AUTHOR	Chelsee Crawford, Community Planner: Sport & Recreation, Community & Org. Development
CITY PLAN LINKS	1.1 Our City is attractive and well maintained 1.2 The health and wellbeing of our community is a priority 1.3 People are valued and they feel safe, included and connected
SUMMARY	An application from Saint Augustines Soccer Club Inc. for the installation of a storage shed, and upgrade to existing outdoor veranda lighting has been received. An amount of \$50,000.00 is recommended for funding under the 2020/21 MCWGP budget available for grant allocation.

RECOMMENDATION

1. The report be received
2. In accordance with the delegated power set out in the endorsed Terms of Reference, the Sport, Recreation and Grants Committee allocate funding from the 2020/21 Minor Capital Works Grant Program budget as follows
 - a. The Saint Augustines Soccer Club Inc: an amount of \$50,000.00 for the installation of a storage shed, and upgrade to existing outdoor veranda lighting to the facility at Wildwood Park, Malinya Drive, Salisbury Park noting that any additional costs are to be funded by the Saint Augustines Soccer Club Inc, as per the funding agreement.

ATTACHMENTS

This document should be read in conjunction with the following attachments:

1. MCWGP 2020-21_St Augustines Application (redacted)
2. St Augustines Soccer Club - Quote 1
3. St Augustines Soccer Club - Quote 2
4. St Augustines Soccer Club - Quote 3

1. BACKGROUND

- 1.1 The Minor Capital Works Grant Program (MCWGP) aims to assist clubs that provide sport, recreation and leisure opportunities to the Salisbury community to undertake facility improvements.

- 1.2 The purpose of the program is to provide opportunities to improve Council or club owned recreation assets and facilities in order to increase community participation in sport and recreation and enhance club viability.
- 1.3 The MCWGP is open to all community organisations that meet the criteria set out in the guidelines and eligibility criteria document including:
 - are an incorporated not-for-profit community organisation;
 - are physically located in the City of Salisbury;
 - provide sporting, recreation and leisure services to the City of Salisbury;
 - are significantly free of Council debt;
 - have not received MCWGP funding in the past 24 months;
 - have completed all relevant sections of the application form; and
 - have supplied all essential documentation.
- 1.4 An application has been received from Saint Augustines Soccer Club Inc, for \$50,000.00 (including required 20% contingency) through the Minor Capital Works Grants Program for the installation of a storage shed, and upgrade to existing outdoor veranda lighting.
- 1.5 Saint Augustines Soccer Club Inc has not received MCWGP funding in the past 24 months.
- 1.6 The Minor Capital Works Grant Program allocated \$25,000.00 from the 2020/21 budget in the first half of this financial year (between July – December). This equates to 8.68% of the total MCWGP 2020/21 Budget (\$288,000).
- 1.7 If the Saint Augustines Soccer Club application is approved, the total allocation amount for the 2020/21 MCWGP Budget would be \$75,000. This would result in \$213,000 remaining in the 2020/21 MCWGP Budget available for grant allocation.

2. CONSULTATION / COMMUNICATION

- 2.1 Internal
 - 2.1.1 Community Planning and Vitality, Community & Org. Development
 - 2.1.2 Property and Buildings, City Infrastructure
 - 2.1.3 Infrastructure Delivery, City Infrastructure
 - 2.1.4 Design, City Infrastructure
 - 2.1.5 Financial Services, Business Excellence
- 2.2 External
 - 2.2.1 Saint Augustines Soccer Club Inc.

3. REPORT

- 3.1 Saint Augustines Soccer Club Inc, located at Wildwood Park, Malinya Drive, Salisbury Park has a total membership of 110. The sporting club has an executed lease with the City of Salisbury for the use of the building and a license for the playing area located at the reserve.

- 3.2 Saint Augustines Soccer Club Inc provides junior sporting and leisure opportunities to male and female participants, and operate in the Elizabeth and Districts Junior Soccer Association. Membership at the club has had a steady increase in the past 3 years from 56 to 110 in 2017 to 2020, respectively.
- 3.3 The Club has access to 2 (two) serviceable change rooms within the building footprint, which have been under utilised for their traditional purpose during training and competition times, and re-purposed for equipment storage due to lack of external storage on site.
- 3.4 The Club have dictated a plan which increases membership year on year by 1 (one) team per year in addition to retaining all existing members. This growth and proven increase in female participation shows the need to maximise use of the second change room for its intended purpose, and transfer equipment to a proper storage shed.
- 3.5 The installation of a storage shed will allow separate use of male and female change rooms, which is required as the female membership grows. The current utilization of the facility may be impacting on the Club's ability to attract future members. The Club has expressed a vested interest in promoting equal opportunity for participants in sporting and leisure opportunities.
- 3.6 Further to this proposal, the Club has noted safety concerns due to a lack of lighting to the external of the building. The installation of vandal proof LED battens to the proposed storage shed, and existing veranda will increase visibility to hazards, and promote less anti-social behaviour during times that the facility is vacant.
- 3.7 Overall, both aspects of the project will allow the Club to provide a safe, equitable facility for current and future members as well as provide the opportunity to increase participation through maximum utilization of the Club facility.
- 3.8 Saint Augustines Soccer Club Inc is seeking to address these concerns through the Minor Capital Works Grant Program – with grant allocation for the installation of an external storage shed, and upgrade of existing veranda lighting at Wildwood Park, Malinya Drive, Salisbury Park.
- 3.9 The proposed scope of works includes:
 - 3.9.1 Supply and install new 9m x 6m shed (which includes 3m x 3m open carport for additional external covered viewing area)
 - 3.9.2 Supply and install of concrete for shed and path
 - 3.9.3 Supply and install shelving inside shed
 - 3.9.4 Installation of vandal proof LED battens to the internal of new shed, and existing veranda
- 3.10 A draft scope of works for the purposes of quotes has been prepared. Full scope will be prepared by City Infrastructure in collaboration with the Saint Augustines Soccer Club Inc if approval is given to receive the grant. Saint Augustines Soccer Club Inc will require approval from City Infrastructure prior to work commencing.
- 3.11 Saint Augustines Soccer Club Inc has been working with members of the City Infrastructure team to have Council-preferred contractors provide quotes for the

works. These range from \$42,178.40 to \$53,667.21 with the average being \$46,709.48 Applying the required contingency 20% to the average amount required the total grant amount to be capped at \$50,000.00.

- 3.12 According to the Minor Capital Works Grant Program Guidelines and Eligibility, *a 20% contingency must be applied to the quoted project/works costs in case of unforeseen additional works to be undertaken as part of the agreed project scope of works. Where the application of 20% takes the grant request amount over the Program's upper limit, application approval amount will be set at \$50,000 for Category A.* This application will be set at \$50,000.00.
- 3.13 The Minor Capital Works Grant Program if approved can contribute a maximum of \$50,000 (including 20% contingency) funding towards the project. The Saint Augustines Soccer Club Inc has agreed to cover any costs above the \$50,000 grant funding from either applicant contribution or from external funding programs.
- 3.14 It is not anticipated that the project costs will be above \$50,000 grant funding, and an assessment of the financial capacity of the applicant to meet additional costs has been undertaken by staff. Based on the financial position of the applicant and value of the MCWGP grant, there is not expected to be an inability to meet its obligations or be in financial hardship as a result of undertaking this project.
- 3.15 Staff have sighted full financial details of the Saint Augustines Soccer Club however have removed details within the attachments to this report for confidentiality.
- 3.16 The Club has noted that if successful, there are no major time constraints for the project, however the works would ideally be completed in the off-season. This will allow the club to continue its normal operations throughout the season and will limit the need to modify any existing programming.

4. CONCLUSION / PROPOSAL

- 4.1 The purpose of the Minor Capital Works Grant Program is to support clubs that provide sport, recreation and leisure opportunities to the Salisbury community to undertake facility improvements in order to increase community participation and enhance club viability.
- 4.2 The application by the Saint Augustines Soccer Club Inc for the installation of storage shed, and upgrade to existing veranda lighting meets the guidelines for the Minor Capital Works Grant Program and can be completed within the allocated budget. A 20% contingency has been applied to the grant amount requested to ensure the club will not be in financial hardship as a result of undertaking this project which takes the total grant amount to \$50,000.
- 4.3 The Saint Augustines Soccer Club Inc will require approval from City Infrastructure through a Major Club Initiated Works Form prior to work commencing. City of Salisbury staff will be project managing the works and will work collaboratively with the Saint Augustines Soccer Club Inc to ensure the project is completed in a timely manner.
- 4.4 It is recommended that the application to the 2020/21 Minor Capital Works Grant Program by the Saint Augustines Soccer Club inc be approved and an amount of \$50,000.00 be allocated for the installation of a storage shed, and upgrade to existing veranda lighting at Wildwood Park, Malinya Drive, Salisbury Park.

CO-ORDINATION

Officer: EXECUTIVE GROUP
Date: 07/12/2020

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Effective 24 November 2020



Community Grants Program

Guidelines and Eligibility Criteria



City of Salisbury
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City of Salisbury Community Grants Program Guidelines and Eligibility Criteria

This document sets out the application process for organisations and groups wanting to apply for a Community Grant with the City of Salisbury. Applicants should review these Guidelines and Eligibility Criteria document carefully before submitting the organisation or group's application form. By submitting an Application Form your organisation or group agrees and acknowledges that it is bound by these Guidelines and Eligibility Criteria.

Applications must not be lodged unless all the eligibility criteria are met. The organisation or group must notify the Community Grants Program if it becomes aware that any of the criteria will not be met subsequent to the application being lodged.

If the organisation or group becomes aware that the application form is incorrect or requires updating the application form must be resubmitted with the correct and updated information.

The organisation or group acknowledges that it places no reliance on, and the Community Grants Program have not made any promise or statement, in association with the organisation or group's chances of receiving a Community Grant.

If you require any assistance in completing your application, please phone 8406 8352 and a City of Salisbury staff member will be happy to help you.

1. Introduction

- 1.1. The City of Salisbury, through its Community Grants Program, aims to encourage, develop and support community projects and events that provide a service to residents of the City of Salisbury, which foster opportunities for community participation and development.
- 1.2. The guidelines contained within this document outline the types of projects and events that will be considered for community grant funding. Eligible organisations or groups are invited to apply for up to \$5,000 to assist with projects and events:
 - Community Grants are bound to an upper limit of **\$5,000.00**;
 - For new groups an establishment grant may be available which is limited to a maximum of \$2,500 for an unincorporated (not-for-profit) group and \$5,000 for an incorporated group.
 - Up to \$2,000 funding towards the purchase of a Defibrillator.
- 1.3. The Community Wellbeing and Sport Committee may choose to allocate funding at an amount less than the maximum at its absolute discretion.
- 1.4. The Community Grants Program is open for applications year round and applications are submitted monthly.

Community Grants Program Guidelines and Eligibility Criteria - Page 3 of 18

2. Submitting an Application

- 2.1. A new application form is required every funding round and the **current** *Community Grant Application Form* must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website:
www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants.
- 2.2. The application form can be completed by:
 - Downloading the *Current Community Grant Application Form - Print & Complete [Handwriting Version]* form, print the form and complete by hand; **or**
 - Downloading the *Current Community Grant Application - Fillable PDF Form [Electronic Version]* form, save to your computer, complete electronically and print the completed form for submission or email direct using the email button.
- 2.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 2.4. Applicants are encouraged to submit their completed application via email to:
city@salisbury.sa.gov.au.
- 2.5. Where email is not possible applications can be:

Faxed to:	8281 5466
Posted to:	City of Salisbury Community Grants Program PO Box 8 SALISBURY SA 5108
Delivered in Person to:	City of Salisbury 34 Church Street SALISBURY SA 5108
- 2.6. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.
- 2.7. If assistance is required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you.

3. Community Grants Program Aim and Objectives

Aim

- 3.1. The Community Grants Program aims to uphold and improve community participation and development by providing financial assistance for activities, services and projects that support activities and services that sustain and/or enhance health and wellbeing, community participation and sport and recreation.

Objectives

- 3.2. The objectives of the Community Grants Program are to:
- Increase opportunities for social activity and community participation: *increases in engagement, trust, respectfulness or collaboration; capacity to get involved in community groups or networks;*
 - Improve health behaviours and support healthy choices: *increases in improved mental health, physical activity, resilience and optimism and nutrition;*
 - Provide funds for one off projects or events that have a benefit for residents of the City of Salisbury: *better connected community, safer community, resourcefulness and interaction.*

4. Funding Rounds Opening and Closing Dates

- 4.1. The Community Grants Program funding rounds are open on an ongoing, rolling basis and are assessed monthly. Applications can be submitted at any time and will be processed in the next funding round.
- 4.2. Application forms must be properly completed and successfully received by the 15th of each month to be assessed by the Community Wellbeing and Sport Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Due to the timing and assessment process applications will take a minimum of five (5) weeks. It is the responsibility of the Applicant to ensure the application form is properly completed and successfully submitted before the deadline.

5. Community Grants Program Categories

Community Grants Program funding is available under the following categories:

- Community Grant
- Community Grant – Establishment of a new group
- Community Grant - Event (*applicants must organise public liability insurance*)
- Community Grant - Project
- Community Grant Event - Christmas Carols
- Community Grant - Defibrillator

Community Grants Program Guidelines and Eligibility Criteria - Page 5 of 18

6. Types of Community Grants and Amount of Funding

Different levels of funding are available to eligible organisations under the following categories:

- Community Grant – Event: up to \$5,000 per year
- Community Grant Event – Christmas Carols: up to \$5,000 per year
- Community Grant – Project: up to \$5,000 per year
- Community Grant – Defibrillator: one-off funding up to \$2,000 (*conditions apply*)
- Community Grant: up to \$5,000 per year
- New Establishment Grant for Non-incorporated, Not for Profit, organisations: up to \$2,500
- New Establishment Grant for Incorporated organisations: up to \$5,000

7. Eligible Areas

- Health
- Establishment of a new group
- Education and Training
- Sport / Recreation
- Environment
- Culture / Arts
- Disability
- Youth
- Crime Prevention
- Aged
- Event

Community Grants Program Guidelines and Eligibility Criteria - Page 6 of 18

8. Eligibility to Apply

Eligible Organisations

- 8.1. The Community Grants Program will only provide funds to eligible organisations and groups that have not-for-profit objectives:
- Non-Government, Incorporated community organisation or group;
 - Non-incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission. DGR status must be maintained until such time as the community grant is acquitted and evidence must be provided with the community grant application.
 - The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury*.
 - The group/organisation has a satisfactory management structure (e.g. President, Secretary, Treasurer). Evidence must be provided by way of meeting minutes that the group/ organisation's committee has endorsed submission of the Community Grant Application.
 - Where applicable, the group/organisation has not received a Community Grant from the City of Salisbury within twelve months of submitting this application.
 - The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Community Grant must have their bank account in the same name).

** Legal entity details are checked with the Australian Business Register (ABR) website. If the organisation or group's legal entity is not clearly listed on the ABR website the Community Grants Program will request a copy of the legal entity's Certificate of Incorporation or Registration.*

Non-Eligible Organisations

- 8.2. Funding will not be considered for the following:
- An organisation trading as a Sole Trader or Individual including applications placed by organisations on behalf of individuals;
 - An organisation that is a non-incorporated body and is not auspiced by a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not- for-profits Commission;
 - Organisations that are seeking commercial gain from the project (either directly or indirectly);
 - Organisations that have any outstanding acquittals and associated documents for any previous Community Grants Program funding;
 - Money already spent or funding of existing debts or shortfalls;
 - Salaries (initial or on-going);

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- Recurrent administration or ongoing costs;
 - Capital development (e.g. renovations or building changes, which will be permanently part of the structure);
 - Upgrading facilities which belong to Local, State or Commonwealth Governments;
 - Educational programs in schools and other formal educational institutions;
 - Employment and training programs which are the core responsibility of State and Commonwealth Governments;
 - Applications from Public or Private Schools (unless the application is for assistance with a Community event);
 - Organisations receiving Local, State or Federal Government funding either directly or indirectly via a third party for the same purpose;
 - Organisations located outside of South Australia.
- 8.3. An organisation is assessed as a whole business entity when determining eligibility, rather than broken down into different locations or operations - for example, an organisation that receives Community Grants Program funding for the provision of services, a project or event may not receive a second source of Community Grants Program funding for similar services, project or event, regardless of its operation or location, within twelve (12) months of receipt of their previous Community Grant.
- 8.4. An eligible organisation may apply for one-off Community Grants Program funding for up to \$2,000 to assist with the purchase of a defibrillator. Organisations may apply for defibrillator funding regardless of any Community Grants Program funding received within twelve (12) months however the previous funding must have been acquitted in full. The following conditions apply for Defibrillator funding:
- Active recreation or sport clubs or community organisations whose purpose is the delivery of active recreation or sport programs and services in South Australia must apply for defibrillator funding through The Office of Recreation, Sport and Racing's Active Club Program – Program and Equipment funding category;
 - Applications that are unsuccessful through the Active Club Program may be considered by the City of Salisbury Community Grants Program. Evidence that the application was unsuccessful with the Active Club Program must be provided with the Application;
 - Applications that do not meet the Active Club Program criteria may be considered by the City of Salisbury Community Grants Program providing the Application meets the Community Grants Program Guidelines and Eligibility Criteria. Information must be provided in the Application advising the reason(s) that the organisation does not meet the criteria for funding through the Active Club Program.

Applicants are encouraged to contact the Community Grants Program to discuss the process for defibrillator funding prior to submitting an application.

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9. Eligible Items

Funding will be considered for the following:

9.1. *Equipment*

- 9.1.1. Funding may be considered for equipment purchases that are integral to a project or event providing the application demonstrates how the equipment will support delivery of the program or event. All items must be justified and be relevant to the project/event.

9.2. *Administration and Organisational Costs*

- 9.2.1. An organisation or group's start-up administration costs, including:

- capital equipment (e.g. computers, office furniture, machinery, tools, sport equipment etc.);
- consumables;

All items must be justified and be relevant to starting up the organisation or group.

9.3. *Replacement Items*

- 9.3.1. Consideration will be given to replacing items previously funded through the Community Grants Program after a reasonable period of time has elapsed and where sufficient justification for replacement is provided.

9.4. *Public Events and Tournaments*

- 9.4.1. Funding may be considered for eligible items related to the costs associated with exhibitions, fairs, festivals, entertainment, sport and leisure events. Eligible items include costumes and accessories, sport uniforms and equipment, hall hire, bus hire, marquee & furniture hire, trophies, medals, musical instruments, public address equipment.
- 9.4.2. Applicants must organise public liability insurance and provide evidence of insurance with the grant application.

9.5. *New Establishment Grant*

- 9.5.1. Applications to establish a new organisation or group must address the sustainability of the service or program and must include evidence that the program and the organisation will have sufficient resources or foundation to maintain the program once the Community Grants Program funds have been expended.

9.6. *Defibrillator*

- 9.6.1. Funding may be considered to assist with the purchase of a defibrillator. All other eligibility criteria applies, with the exception that eligible organisations may apply for Defibrillator Funding if they have received Community Grants Program funding for a project or event within twelve (12) months, providing the funding has been acquitted in full.

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10. Ineligible Items

Funding will not be considered for the following:

10.1. *Projects or items not deemed consistent with the Community Grants Program Aim and Objectives*

10.1.1. Funding for projects that support activities that are not consistent with the City of Salisbury's Aim and Objectives will not be considered.

10.2. *Existing Projects*

10.2.1. Projects or events that have already commenced with the exception of those considered to be a significant new direction or enhancement of an existing project.

10.3. *Expenses*

- Accommodation costs;
- Personal transportation costs such as fuel expenses and maintenance;
- Vehicle acquisition.

10.4. *Administration and Organisational Costs*

10.4.1. An organisation's **ongoing business**, administration or **day-to-day** running costs, including:

- capital equipment (e.g. computers, office furniture, machinery, tools etc.);
- vehicles (used for business or administration purposes);
- fundraising activities (for commercial, competition and/or event door prizes);
- consumables (e.g. paper, toner, stationery, equipment etc.);
- maintenance and repairs;
- service charges (including additional warranties, service agreements and maintenance).

However, some administrative costs may be considered if directly and exclusively associated with the establishment of the project.

10.5. *Wages and Salaries*

10.5.1. Wages, salary payments or consideration of any type (e.g. payment to presenters/trainers/instructors including gifts for services/guest speakers etc.).

10.6. *Memberships and Fees*

10.6.1. Memberships and fees (e.g. physical fitness centre memberships, club memberships, entrance fees).

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10.7. Existing Debts and Shortfalls

- 10.7.1. Reimbursement of expenses incurred by the organisation prior to grant funds being approved.

10.8. Other Exclusions

- 10.8.1. Equipment and services that are not supported by a program of activities and services.
- 10.8.2. Public Liability Insurance.

10.9. Prior Funding Received for Defibrillators

- 10.9.1. Defibrillator Applications will not be considered for organisations that have already received prior (one-off) Community Grants Program funding for the purchase of a defibrillator, nor, for organisations that are eligible for The Office of Recreation, Sport and Racing's Active Club Program – Program and Equipment funding (unless unsuccessful).

11. Application Process

- 11.1. An acknowledgement letter will be posted within ten (10) working days of receiving the application. Community Grants Program Staff may contact you via post or email to seek further information. Community Grants Program Staff will contact both signatories to verify the application (application will not proceed until verification has occurred).
- 11.2. Applications that are incomplete or do not contain all essential documentation may be considered ineligible or result in deferral to a subsequent round to enable an assessment to be made pending receipt of the incomplete/additional information. Applicants are requested to submit additional information within the timeframe for submission to the next round. Should the additional information not be received within three (3) months of receipt of the original application the application will be deemed ineligible and the organisation or group must submit a new application should it wish to proceed with applying for Community Grant funding.
- 11.3. Any changes in circumstances with regard to the Application must be made in writing; such as: resignation of the person responsible for the Grant, contact person details, change of address, change of ABN or any other variation to that listed on the Application. Receipt of the variation will be acknowledged in writing and the organisation or group may be asked for further information or to resubmit their Application.

Assessment of Applications

- 11.4. All applications are submitted to and assessed by the Community Wellbeing and Sport Committee at their monthly meeting.
- 11.5. A copy of Community Grant applications and any other relevant document(s) are presented to the Community Wellbeing and Sport Committee in its entirety as an attachment to the Committee Report. This means that all information contained within the application forms part of a public document and as such can be inspected by anyone. Reports presented to the Community Wellbeing and Sport Committee is also accessible via the City of Salisbury website.

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- 11.6. Applications received that are identified ineligible against the funding guidelines are submitted to the Community Wellbeing and Sport Committee for information. A copy of the application and any other relevant document(s) is presented to the Community Wellbeing and Sport Committee in its entirety as an attachment to the Committee Report as outlined in paragraph 11.4.
- 11.7. Applications are assessed on merit and a comparative assessment made of all applications to establish priority for funding. Funding should not be anticipated or believed to be automatic.
- 11.8. Final decisions on all applications are at the discretion of Community Wellbeing and Sport Committee.
- 11.9. Applications in excess of available grant funds may result in some applications not being approved, being approved for a reduced amount or being deferred to a subsequent funding round even though they meet the eligibility requirements.

12. Funding Criteria

The following criteria are examined when assessing applications:

12.1. *Aim and Objectives*

- 12.1.1. The project must meet the Aim and Objectives of the Community Grants Program.

12.2. *Target Group*

- 12.2.1. The primary target group for projects and events must be the City of Salisbury community.

12.3. *Project Outcomes*

- 12.3.1. The project must provide one or more of the following outcomes for the City of Salisbury community:
 - promote and enhance healthy lifestyles, particularly nutrition, physical activity and mental wellbeing;
 - encourage involvement in community activities;
 - reduce social isolation;
 - encourage supportive and safe communities;
 - address gaps in local services;
 - Social Connectedness; and
 - Mental Wellness.

12.4. *Contribution*

- 12.4.1. Organisations and groups are expected to contribute towards the project. This can be financial or in-kind (such as the provision of volunteer labour costs).

12.5. *Value for Money*

- 12.5.1. Grant funds requested must be proportional to the benefits provided and the number of members/residents targeted by the project.

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13. Community Grant Application

- 13.1. Applicants must address the following points in their application for Community Grants Program funding:

Target Group

- 13.2. Applications must identify the target group in the City of Salisbury that is the subject of the project. Where possible it is advantageous to provide evidence that the target group:
- is the focus of the project or event;
 - has been consulted about and is involved in the project or event;
 - is committed to actively participating in the project or event in significant numbers; and
 - has expressed support for the project or event.

- 13.3. The application must outline details of the relationship of the applicant to the target group.

Project or Event Plan

- 13.4. Provide a Project/Event Plan which details the activities and services that will be facilitated. The Project/Event Plan should include:
- details of the proposed program of activities and services including frequency and duration (this refers to the activities that will be supported by the project, or the items or services to be purchased with grant funds);
 - timeframes and how the project will be implemented, facilitated, and monitored;
 - details of the benefits/outcomes that the target group will derive from the project; and
 - details of how the project will meet any of the Community Grants Program Aim and Objectives.

Budget Plan

- 13.5. Provide a Budget Plan with details of the items/services to be purchased or works to be undertaken for the project. The Budget Plan must be reasonably costed and include:
- total cost of the project or event;
 - the amount of grant funds requested;
 - funds committed to the project by the applicant (this contribution can be financial or in-kind);
 - funds committed to the project from other sources, such as donations, funding from other stakeholders, funding from other grant sources; and
 - one quotation for each item requested.
- 13.6. Note that quotations must include GST and be sufficiently formal to clearly identify the proposed supplier and the items requested.

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Evaluation Plan

- 13.7. Provide an Evaluation Plan appropriate to the complexity of the project and the level of funding requested. This must include details of:
- measures that will be taken to gather information to evaluate the project;
 - criteria that will be used to measure the success of the project; and
 - how information gathered for evaluation will be used to enhance/direct the project.
- 13.8. The Evaluation Plan is essential to the application and will form the basis of the Project Evaluation that must be provided as part of the grant acquittal at the conclusion of the project.

Other Requirements

- 13.9. In addressing the above points, applications must provide a level of detail that is in proportion to the amount of funds requested and the complexity of the project. Organisations applying for funding must demonstrate, where applicable:
- a capacity to provide infrastructure, administrative and operating costs;
 - an ability to support the project beyond the grant period; and
 - the availability of volunteer support for the ongoing viability of the project.

14. Referees

- 14.1. Referees listed on the application may be contacted regarding their support and should be informed of their inclusion prior to the application being submitted. Members of the Management Committee cannot be a referee. Written evidence is not required of the referees support.

15. Financial Information

- 15.1. The organisation or group must hold a current bank account in South Australia in its name. The account name (the organisation or group, not the type of account – i.e. savings, cheque), financial institution name (the name of the bank or credit union) and the location (city/suburb of where the account is held) is the only information required. BSB and account numbers are not required to be submitted on the application.

16. Application Outcome

- 16.1. All applicants will receive written notification via post regarding the outcome of their application.

Unsuccessful Applicants

- 16.2. If applicants are unsuccessful they are encouraged to phone or request an appointment with the Community Grants Program staff to receive feedback about the decision and where applicable aspects of the application that may be improved should the applicant wish to resubmit.

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17. Expenditure of Community Grants Program Funds

Successful Applicants - Contractual Obligations

- 17.1. Successful applicants will receive a notification letter and Acceptance of Community Grant – Form 1 which is a legally binding agreement detailing the terms and conditions of funding. The Acceptance letter contains obligations which include agreed project or event outcomes and timeframes, acquittal, reporting and evaluation requirements. Agreements will be in place for a six (6) month period.
- 17.2. Organisations or groups that are awarded a community grant must only use their community grant to implement their project or event as outlined in their application form and spent in accordance with the conditions of the agreement.
- 17.3. Any proposed change to the project or expenditure of grant funds must be requested in writing to the Community Grants Program.
- 17.4. Organisations or groups must spend their Community Grant within six (6) months of receipt of Community Grant funding or they may be asked to return all or part of the funding. Unspent Community Grant funds must be returned to the City of Salisbury at the end of the project/event period. An unspent amount less than \$10.00 is not required to be returned.
- 17.5. Checks are undertaken to ensure that all information provided can be substantiated and that the Community Grant funding was spent on eligible items. All tax invoices and/or receipts submitted with the acquittal documentation must contain the business name, date of transaction, contact details and ABN number listed (where applicable) of the supplier. All items must be clearly identifiable and listed separately.
- 17.6. Where valid tax invoices or receipts cannot be produced the organisation or group will be requested to complete a statutory declaration, declaring that the Community Grant funding was used to purchase eligible items. Failure to provide valid tax invoices or receipts may result in the organisation or group's ineligibility for any future Community Grants regardless of completion of a statutory declaration. Failure to complete a statutory declaration will result in the organisation or group being requested to return the applicable Community Grant funding.

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18. Goods and Services Tax (GST)

- 18.1. If the organisation or group is registered for GST and the application for Community Grant funding is successful, a tax invoice must be provided with the Acceptance of Community Grant Form before payment can be made. Furthermore, the Grant will be subject to GST and the organisation or group will be liable to remit the GST component to the Australian Taxation Office.
- 18.2. The Tax Invoice must clearly state the words **TAX INVOICE, Business Name, ABN and the approved Grant funding amount including GST.**

ABN Declaration

- 18.3. If the organisation or group does not have an ABN, an ABN Declaration must be completed as part of the application process.
- 18.4. Furthermore, if the organisation or group does not have an ABN, the City of Salisbury may be obliged to withhold tax from Grant payments at the highest marginal tax rate (currently 48.5%) unless a "Statement by a Supplier" is completed to justify the City of Salisbury not withholding from the payment. This document is contained within the Community Grants Program Application Form "Declaration Where No Australian Business Number is Required".
- 18.5. For more details, contact the Australian Tax Office on **132 866**.

19. Presentation of Community Grants Program Cheques

- 19.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and December. Successful applicants are invited to attend a Community Grants Program Cheque Presentation Ceremony on the 4th Wednesday of the relevant quarter at the City of Salisbury Municipal Offices.
- 19.2. Requests for early disbursement of funds must be made in writing. Approval is at the discretion of the Chairman of the Community Wellbeing and Sport Committee and the relevant General Manager.

20. Accountability and Reporting Requirements

- 20.1. The reporting and acquittal requirements are specified in the Acceptance of Community Grant Letter. This legally binding agreement must be signed and returned within seven (7) days of receipt of the Acceptance Letter.
- 20.2. All organisations and groups approved for Community Grants Program funding will be required to:
 - Measure the impact of the project or event and report the results in a Project/Event Evaluation;
 - Acknowledge the City of Salisbury as the funding body where applicable;
 - Provide valid tax invoices/receipts (*the organisation or group should maintain financial records in accordance with the generally accepted accounting principles and comply with the relevant laws in force in South Australia*);
- 20.3. These documents are due within six (6) months of receiving the grant funding and is detailed in the Acceptance of Community Grant Offer letter.
- 20.4. The Community Grants Program requires organisations and groups to comply with reporting requirements for past completed projects and events to be eligible to receive future community grants funding for another project or event. Failure to comply will result in the organisation or group being ineligible for future community grant funding.

Recognition of Community Grants Program Funding

- 20.5. Organisations must acknowledge the City of Salisbury's financial contribution to the project or activity where appropriate, e.g. through recognition of the grant in publicity and/or marketing material (use of the City of Salisbury Corporate Logo is prohibited without consent from the City of Salisbury Marketing Department).

21. Repayment of Community Grant

- 21.1. The City of Salisbury may take action to recover the Community Grant paid to the organisation or group if:
 - The organisation or group does not use the Community Grant as set out in the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria and/or the Acceptance of Community Grant Agreement;
 - If applicable, the organisation or group does not have Deductible Gift Recipient (DGR) status at the time of acquittal;
 - The organisation or group does not provide documentation as required under these guidelines by the times specified.

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ATTACHMENT A – Community Grants Program Documents

- 1. Documents relating to the Community Grants Program**
 - 1.1. Application form for the City of Salisbury Community Grants Program;
 - 1.2. A Guide to completing the City of Salisbury Community Grant Application;
 - 1.3. The Acceptance of Community Grant Offer – Form 1 letter
- 2. Documents relating to the Acquittal of successful Community Grant funding**
 - 2.1. Acquittal – Form 2
 - 2.2. Tax Invoice/Receipt
 - 2.3. Project Evaluation Report (refer to Attachment D).

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ATTACHMENT B – Likely Funded Project and Event Examples

Project/Event examples likely to be funded through the Community Grants Program

Project/Event	Grant funds can assist to:
Community Christmas Carols	Purchase of candles, booklets, stage hire, children’s entertainment (i.e. face painting, jumping castle); fireworks, catering, advertising).
New Group	Purchases to establish the group such as computer equipment, launch catering, costs associated with inaugural Annual General Meeting, forums and workshops – i.e. seal, venue hire, stationery, promotional materials, letterhead, envelopes and stamps.
Volunteer Lawn Mowing Service	Purchase of mowing equipment and garden tools appropriate to the project.
Fitness classes	Purchase equipment appropriate to the project (<i>a fitness trainer is not eligible as this is deemed a salary</i>).
Dance Club Competition	Purchase uniforms, material, costumes and related accessories.
Craft Groups	Purchase equipment and supplies appropriate to the project (<i>i.e. purchase of wool and knitting needles to knit knee rugs for the needy</i>).
Men’s Shed	Purchase equipment and furniture for woodworking, metalworking and social activities.
Sporting Club	Purchase training equipment and uniforms; bus hire to transport team to an event.
History Group	Purchase computer and scanning equipment for scanning of books.

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ATTACHMENT C – Unlikely Funded Project and Event Examples

Examples of projects/events and items unlikely to be funded through the Community Grants Program

Project/Event	Items
<ul style="list-style-type: none"> Projects or events held outside the City of Salisbury region. 	<ul style="list-style-type: none"> Gifts for any purpose (i.e. judges, MC’s, presenters).
<ul style="list-style-type: none"> Capital equipment that is stored at a residential address (e.g. computers, office furniture, machinery, tools etc.). 	<ul style="list-style-type: none"> Capital equipment (e.g. computers, office furniture, machinery, tools etc.) unless for the establishment of a new group.
<ul style="list-style-type: none"> Project that requests the purchase of a vehicle. 	<ul style="list-style-type: none"> Website Development.

Examples of items ineligible for funding through the Community Grants Program

<ul style="list-style-type: none"> Salaries, wages or compensation – i.e. payment for competition judges, trainers, presenters, umpires including gifts for service. 	<ul style="list-style-type: none"> Vehicle acquisition.
<ul style="list-style-type: none"> Payments to volunteers. 	<ul style="list-style-type: none"> Consumables.
<ul style="list-style-type: none"> Payments for fuel expenses/vehicle maintenance. 	<ul style="list-style-type: none"> Maintenance and repairs.

ATTACHMENT D - Project Evaluation Requirements

1. An evaluation of the project must be undertaken at the completion of the grant period as detailed in the Acceptance of Community Grant letter.
2. Where applicable, the Project Evaluation must detail the following:
 - 2.1. Introduction – *outline the project, its purpose and overall achievements.*
 - 2.2. People assisted (target group) – *provide details about the people assisted by the project. This could include families, individuals, age groups, type and level of needs/issues.*
 - 2.3. Number of people assisted by the project (*and outlining the number of residents of the City of Salisbury*).
 - 2.4. Assistance provided – *describe what was provided for the target group in terms of programs, activities, other actions or strategies, such as:*
 - 2.4.1. *Assistance to meet general and basic needs;*
 - 2.4.2. *Group programs, courses, activities and training;*
 - 2.4.3. *Improving resources/facilities/equipment or other initiatives.*
 - 2.5. Outcomes achieved by target group – *describe what the target group achieved through participation in the project, such as:*
 - 2.5.1. *Improvement in knowledge, skills, self-esteem, social contacts/networks, motivation, confidence, community participation, quality of life, empowerment and personal development;*
 - 2.5.2. *Enhanced healthy lifestyles, particularly physical activity and mental well-being;*
 - 2.5.3. *Reduction in social isolation.*
 - 2.6. Other achievements – *describe other achievements of the project, such as:*
 - 2.6.1. *Existing programs expanded or enhanced;*
 - 2.6.2. *Improvement in facilities or services;*
 - 2.6.3. *New programs or services established;*
 - 2.7. Any other comments or information relevant to the project or event, such as *newspaper articles, media releases, internal newsletters, etc.*

ATTACHMENT E – Frequently Asked Questions

About applying for a City of Salisbury Community Grant

1. Will late applications be accepted?

- 1.1. Applications for Community Grants must be received by the 15th of each month to be assessed by the Community Wellbeing and Sport Committee the following month (i.e. an application received by the 15th of February will be assessed at the March Meeting). Applications received after the 15th of the month will be submitted for the following round, without exception (i.e. an application received on the 16th of February will be assessed at the April meeting as it has missed the March deadline).

2. When will organisations or groups know if their application is successful?

- 2.1. All applicants will be advised in writing about the outcome of their application within ten (10) days of the relevant Community Wellbeing and Sport Committee meeting.

3. How do organisations and groups apply for Community Grants?

Applications can be submitted in the following ways:

- 3.1. A new application form is required every funding round and the current Community Grant Application Form must be accessed from the City of Salisbury website. The form can be downloaded from the City of Salisbury website: www.salisbury.sa.gov.au/Council/Grants_and_Awards/Grants/Community_Grants.
- 3.2. The form can be saved to a computer, completed electronically and then printed for submission or printed and completed by hand for submission.
- 3.3. Organisations or groups may request a hard copy application form to be posted by telephoning the Community Grants Program on 8406 8352.
- 3.4. Applicants are encouraged to submit their completed application via email to: city@salisbury.sa.gov.au.

4. What if our organisation or group doesn't have access to the internet or email?

4.1. Where email is not possible applications can be:

Faxed to: 8281 5466
Posted to: City of Salisbury
Community Grants Program
PO Box 8
SALISBURY SA 5108

Delivered in
Person to: City of Salisbury
34 Church Street
SALISBURY SA 5108

5. Can I speak to someone about our organisation or group's Community Grant Application if I deliver it in person?

5.1. While City of Salisbury staff endeavour to make themselves available at short notice this is not always possible and therefore Applicants are encouraged to phone the Community Grants Program to make an appointment should they wish to speak to staff when submitting their Application.

6. Can our organisation or group get assistance to complete the Community Grant application?

6.1. To assist applicants a *Guide to completing the City of Salisbury Community Grant Application* is also available from the City of Salisbury website.

6.2. If assistance is still required with completing your application, please call the Community Grants Program on 8406 8352 and a City of Salisbury staff member will be happy to help you. Staff are unable to provide personal advice however will guide you as to the information required in the application.

7. Do documents need to be included with the application?

7.1. Yes. All relevant documents requested must be provided with your Application. Failure to provide the documents required will result in a delay with processing your application to the Community Wellbeing and Sport Committee; or the Application may be deemed ineligible.

- 8. Can organisations and groups submit more than one application per round?**
- 8.1. No. Organisations and groups that receive community grant funding will not be eligible to apply for funding for a period of twelve (12) months from the date of funding receipt. Furthermore community grant funding already provided for a project/event is not eligible to apply for further funding to assist with that same project/event regardless of when the funding was received.
- 8.2. Organisations may apply for one-off Defibrillator Funding regardless of having received Community Grants Program funding within twelve (12) months, providing the funding has been acquitted in full (*subject to conditions outlined in section 8.4*).
- 9. Who assesses the Community Grants Program Applications?**
- 9.1. The Applications are assessed initially by the Community Grants Program Team and the General Manager Community Development who make recommendations to the Community Wellbeing and Sport Committee based on the Community Grants Program Eligibility Criteria.
- 9.2. The Community Wellbeing and Sport Committee have delegation to authorise funding and make the final decision on offering grants.
- 10. How are the Community Grants Program Applications assessed?**
- 10.1. Applications are assessed on merit based on the following criteria:
- The level and type of need, evidence of the need provided and geographic area;
 - The benefit to the target group, specifically residents of the City of Salisbury;
 - Proposals that represent value for money;
 - Relevance to Community Grants Program Aims and Objectives and/or the City of Salisbury Strategic Plan;
 - New organisations or groups that can demonstrate sustainability and do not require ongoing funding to succeed;
 - Proposals that have secured in-kind support to reduce the project or event cost;
 - Proposals that demonstrate a level of community engagement;
 - The extent to which the applicant has the infrastructure, support or resources to successfully carry out the project or event;
 - The extent to which the application estimates, and proposes to measure, the impact of the project or event.

11. Can organisations and groups apply for another round if they are unsuccessful in a previous round?

11.1. Yes. Organisations and groups that are unsuccessful in a round can apply for another round providing the eligibility criteria has been met. An organisation or group that has been declined funding for a project or event can submit an application for a separate project or event (i.e. another application cannot be made for the same project or event that was declined). The application can be made at any time (the organisation or group doesn't need to wait twelve (12) months).

12. Our organisation/group's name on the application is different from our ABN and/or that registered with ASIC, are we eligible to apply?

12.1. No. The organisation or group applying for the Community Grant must have the same name registered with ASIC and the ASIC registration must be in the same name as the ABN registration. The only exception is where an organisation or group is auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.

13. If successful, when will our organisation receive the Community Grant cheque?

13.1. Successful applicants will receive payment by bank cheque made out to the organisation submitting the application form. The presentation of Community Grant cheques will take place at a quarterly Ceremony held on the fourth Wednesday of the month in March, June, September and the second Wednesday of the month in December, commencing at 6.30 pm. The table below outlines the cheque presentation schedule:

Application Received:	Application submitted to the Community Wellbeing and Sport Committee held in:	Successful Applicants - Community Grants Program Cheque Presentation Ceremony to be held in:
16 November to 15 December	January	March
16 December to 15 January	February	March
16 January to 15 February	March	June
16 February to 15 March	April	June
16 March to 15 April	May	June
16 April to 15 May	June	September
16 May to 15 June	July	September
16 June to 15 July	August	September
16 July to 15 August	September	December
16 August to 15 September	October	December
16 September to 15 October	November	December
16 October to 15 November	December	March

From: St Joseph 's Salisbury [REDACTED]
Sent: Wednesday, 4 November 2020 8:03 AM
To: Events
Subject: Community Event Grant Application

Good Morning,

Please find attached a Community Event Grant Application Form.
Please also find attached all the relevant supporting documents.

Please don't hesitate to contact me if you have any questions or concerns via email or by calling our President Rocco Carpentieri on [REDACTED]

Thank you

--
Kind Regards,

Maria Carpentieri
Secretary
St Joseph's Association - Salisbury
[REDACTED]



Community Grants Program

Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (providing the eligibility criteria is met).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



**City of Salisbury
The Living City**

Live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs or Public Liability Insurance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months (<i>with the exception of Defibrillator funding</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered YES to any of these questions, this application **may NOT** be eligible for grant funding.*

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	<i>La Festa di San Giuseppe Association Inc.</i>		
Address:	<i>PO Box 411</i>		
Suburb:	<i>Salisbury</i> Postcode: <i>5108</i>		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	<i>Mr Rocco Carpentieri</i>		
Title (your role with the group/organisation):	<i>President</i>		
Address:	████████████████████		
Phone:	Landline: ██████████ Mobile: ██████████		
Email:	████████████████████		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	<i>Other: Rocco Carpentieri</i>		
Title (role with the group/organisation):	<i>President</i>		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <small>(ensure Committee/Board Meeting Minutes are attached)</small>	<i>Committee</i>		
Is your organisation:			
a) Incorporated:	<table border="0" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> No <input type="checkbox"/> (go to question b) </td> </tr> </table>	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)		
ASIC Registration Number:	<i>A43882</i>		
b) Operated under a Parent Organisation: <small>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</small>	<table border="0" style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)		
Parent Organisation			
Name:			
ASIC Registration Number:			

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input checked="" type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
Your organisation must have its own Bank/Credit Union Account or similar		
Full Account Name: <i>La Festa di San Giuseppe Association Inc.</i> <i>*do not provide account or BSB numbers*</i>	Financial Institution Name: [REDACTED]	
	Branch Location: [REDACTED]	
6. REFEREE INFORMATION		
Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)		
Referee's Name:	<i>Tony Zappia MP</i>	
Referee's Contact Information:	[REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

GST Declaration		
<p>I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.</p>		
<p>Does your group/organisation have an ABN</p> <p><i>(If Yes - Please Quote ABN:)</i></p> <p style="text-align: center;"><u>2</u> <u>4</u> <u>1</u> <u>2</u> <u>0</u> <u>5</u> <u>8</u> <u>1</u> <u>4</u> <u>2</u> <u>0</u></p> <p><i>(If No, the ABN Declaration Form attached must be signed)</i></p>	<p>Yes <input checked="" type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>Is your group/organisation registered for GST</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input checked="" type="checkbox"/></p>
<p>NB: GST Registration</p> <p><i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i></p>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 5 of 13

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
<i>If Yes, provide details:</i>	
INCOME	\$ AMOUNT
Project or event generated income:	\$ 21,000
Organisation's contribution:	\$ 0
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	\$ 0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	\$ 7,900
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	
Have you sought any other funding for the project/event: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 28,900
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>Labour, Food Pret, Set up, Personal donations</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Admin</i>	\$ 320
<i>Advertising</i>	\$ 5,250
<i>Cost of Goods Sold (Food)</i>	\$ 7,350
<i>Fees</i>	\$ 1,500
<i>Entertainment</i>	\$ 6,000
<i>General Expenses (Marquee, Chairs etc)</i>	\$ 11,000
<i>Insurance</i>	\$ 2,300
TOTAL (including GST):	\$ 33,720

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	<i>St Joseph's Italian Festa 2021</i>
Date(s) of Project/Event <i>(if ongoing or one-off please state "ongoing"/"one-off")</i>	<i>21/3/2021 (One Off Yearly Event)</i>
Total cost of Project/Event	<i>\$ 33,720</i>
Amount of Community Grant Funding Requested	<i>\$ 4,700</i>
Is there any other information that you may feel is relevant to your application? <input type="checkbox"/> There are no relevant attachments.	Quote [REDACTED] <input checked="" type="checkbox"/> There are relevant attachments and the following documents are attached: 1. [REDACTED] 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project/Event Details	
Previous Community Grants Program Funding	
Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for:)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	
What amount of Grant funding was provided:	
When was the previous Grant acquitted (month & year):	
Group/Organisation Information	
Group/Organisation Name	<i>La Festa di San Giuseppe Association Incorporated</i>
Group/Organisation Description	<i>Promote the culture & traditions of the Italian community in Salisbury</i>
Group/Organisation Registered Address	Number/Street: <i>PO BOX 411</i> Suburb: <i>Salisbury SA</i> Postcode: <i>5108</i>
Is the Club Incorporated?	<i>Yes</i>
Number of Members	<i>130</i>
% of Membership that reside in the City of Salisbury	<i>95 %</i>
Project/Event Details	
Project/Event Name	<i>St Joseph's Italian Festival 2021</i>
Project/Event Summary	<i>Annual Festival in Salisbury since 1972 promoting Italian traditions</i>
Date(s) of Project/Event	<i>21/3/2021</i>
Location of Project/Event:	Number/Street: <i>304 Waterloo Corner Road</i> Suburb: <i>Paralowie</i> Postcode: <i>5108</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>It is a free entry event with free entertainment showcasing our Italian customs and traditions to the entire community and local residents</i>
How many individuals will benefit from the Project/Event?	<i>3,000</i>
% of project/event participants that reside in the City of Salisbury	<i>85 %</i>
If it is an Event, is it open to the public?	<i>Yes</i> <input type="checkbox"/>
How will the Project/Event be promoted?	<i>Programme Books, Advertising on Radio, Messenger, Posters</i>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 4,700
Itemised Breakdown of Costs: <i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Marquee/Pavillion Hire	\$ 2,800
Weights	\$ 400
Trestle Tables	\$ 200
White Chairs	\$ 800
Round Cafe Tables	\$ 100
Umbrellas for Round Tables	\$ 100
Bain Marie	\$ 85
Stage	\$ 800
Delivery of Goods	\$ 100
Discount offered by supplier	\$ -685
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 4,700
Quote Attached: <i>A detailed, current quote <u>must</u> be provided with the application.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>The St Joseph's Association has been an active and important part of the Italian community in Salisbury for over 49 years. Each year we hold a feast in honour of our patron, Saint Joseph. In 2020 our feast is being held on Sunday March 21st at the St Joseph Italian Community Centre, 304 Waterloo Corner Road, Paralowie. The event consists of a Solemn Mass followed by a procession with the Statue of St Joseph in the surrounding streets. Following mass there is a wide variety of Entertainment for all ages up until 10:00pm.</i></p> <p><i>In 2021, we are looking forward celebrating our festival in accordance with the various state and federal Covid19 regulations and have developed a plan on how to achieve our celebration safely and in accordance with the restrictions.</i></p> <p><i>The event is extremely costly and given the poor outcome in 2020 due to Covid19 we are seeking some assistance from the City of Salisbury for the first time.</i></p>
<p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none">1.2.3.

Benefits and Outcomes of the Project or Event
<p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>This event is a showcase of the Italian Culture and traditions in the city of Salisbury and is the only event of its kind in Northern Adelaide. Salisbury is a vastly multicultural community and the 2016 Census indicates that descendants of Italian Migrants are the largest multicultural group within the Salisbury Council area. This event allows them to come together to celebrate their traditions and culture.</i></p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>We have many sponsors 80% of which are based within the Salisbury Area. We consult with our local elected members and thier offices. The local community has for many years supported our organisation .</i></p>
<p>Attachments</p> <p><input type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input checked="" type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> 1. 2. 3.

Project or Event Management
<p><u><i>Ongoing Projects or Events</i></u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i> <i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u><i>One-off Projects or Events</i></u></p> <p><i>Describe how the proposed project or event will be managed:</i> <i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>We have been celebrating this event since 1972 and wish to continue doing so into the future.</i> <i>Over the years have modernised this event by means of relocating from St Augustines School to a private property owned by a similar organisation to ours which has significantly reduced our costs and has given us more time to set up and prepare our event.</i></p> <p><i>We intend on working closley with the many stakeholders and groups to continue putting together this festival on for many years.</i></p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the S1 and S2 boxes and sign:

S1 S2

I acknowledge that I am authorised to make this application on behalf of the Organisation.


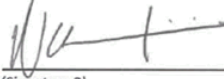
I acknowledge that the information provided in this application is true and correct.

I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.

I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.

I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.

On behalf of La Festa di San Giuseppe Assc (Group/Organisation)

<p>Rocco Carpentieri / President <i>(Name/Position)</i></p> <p> _____ <i>(Signature 1)</i></p> <p>29 October 2020 _____ <i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p>	and	<p>Maria Carpentieri / Secretary <i>(Name/Position)</i></p> <p> _____ <i>(Signature 2)</i></p> <p>29 October 2020 _____ <i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p>
--	-----	---

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered



Australian Government
Australian Taxation Office

17 August 2020

Notice of endorsement for charity tax concessions

This endorsement notice has been issued to:

Name **LA FESTA DI SAN GIUSEPPE ASSOCIATION INCORPORATED**
Australian business number **24 120 581 420**



LA FESTA DI SAN GIUSEPPE ASSOCIATION INCORPORATED, a registered charity, is endorsed to access the following tax concessions from the dates shown:

Income tax exemption from **1 January 2020** under Subdivision 50-B of the *Income Tax Assessment Act 1997*.

GST concessions from **1 January 2020** under Division 176 of *A New Tax System (Goods and Services Tax) Act 1999*.

Your organisation's endorsement to access charity tax concessions, together with the date or period of effect, is entered in the public register maintained by the Australian Business Registrar at www.abr.business.gov.au

Your organisation must notify us in writing if it ceases to be entitled to endorsement.

Chris Jordan
Commissioner of Taxation
Registrar of the Australian Business Register

E00104-S00002-F214245

3 of 4

La Festa di San Giuseppe Association Incorporated



Full Committee Meeting Minutes Thursday July 16th, 2020 - 8:00pm at St Joseph Italian Community Centre

Present: Chair: Rocco Carpentieri, Sam Garreffa, Maria Carpentieri, Joe Furina, Tony Desteno, Grace Garreffa, Janice Carzo, Tony Polimeni, Giovanna Garreffa, Domenic Carzo, Carmel Cavaiuolo, Tony Desteno, Lina Desteno, Sr. Elda, Gino Santoro, Grace Morgante, Joe Caruso

Apologies: Michael Caruso, Frank Noto, Carmine Noto, Rosamaria Carpentieri.

Prayer

Rocco asked that we say a special prayer for Grace Caruso who we sadly lost in the past month.

Approval of Minutes from Previous Meeting

Don moved that minutes be agreed to.

Sam G 2nd the motion

Motion agreed to unanimously.

Correspondence

- [REDACTED]
- [REDACTED]

Festa 2020 – Sunday March 19 2020

Joe F presented festa financial report.

Tony D moved that the report be accepted.

Sam 2nd the motion

A brief discussion regarding the festa was held.

Motion agreed to unanimously.

Finance

Joe F presented association financial report 2019-2020.

Rocco moved that the report be accepted.

Sam 2nd the motion

Joe advised that because we are unable to hold functions or fundraising events, our overall income for the financial year had significantly decreased and that we should look at the option of applying for some assistance grants.

A supplementary motion will be moved once this motion is responded to.

Motion agreed to unanimously.

Joe F moved that we apply for any available Covid19 assistance grants.

Sam 2nd the motion

Motion agreed to unanimously.

Festa 2021 – Sunday March 21 2021

Rocco moved that he apply for a Community Grant from the City of Salisbury for 2021 festa

Joe C 2nd the motion.

Motion agreed to unanimously.

General Business

- [REDACTED]
- [REDACTED]
- [REDACTED]

Meeting Closed at 9:25 PM

Rocco Carpentieri JP
Chairperson

Maria Carpentieri
Secretary

Festa Income Statement 2020

Income		
Feast Day Takings	(See appendix 1.1 for breakdown)	\$ 20,925.00
Sponsorship	(See appendix 1.3 for breakdown)	\$ 7,300.00
Total Revenue		\$ 28,225.00
Expenses		
Admin		\$ 320.00
Advertising		\$ 5,250.00
Cost of Goods Sold		\$ 7,350.00
Fees		\$ 1,500.00
Entertainment		\$ 6,000.00
General Expenses		\$ 10,845.00
Insurance		\$ 2,245.00
Total Expenses		33,510
Net Profit		(5,285)

2021 St Joseph's Festa Sponsors List

Sponsor Name	Type	2021
Colour Box	Programme Book	\$ 120.00
Essential Beauty	Programme Book	\$ 240.00
Carews Florist	Programme Book	\$ 120.00
Franks Auto Electrics	Programme Book	\$ 60.00
Saints Kitchen	Programme Book	\$ 120.00
Continental Food Affair	Programme Book	\$ 60.00
House of Gold	Programme Book	\$ 60.00
A Class Shoe Repairs	Programme Book	\$ 60.00
Adelaide Cemeteries Authority	Silver Sponsor	\$ 600.00
A Class Loans (Aussie Gepps Cross)	Programme Book	\$ 120.00
Barber Boys	Silver Sponsorship	\$ 500.00
Café di Roma	Special Lottery	\$ 350.00
Glynbum Gourmet	Programme Book	\$ 120.00
JS Sports	Programme Book	\$ 240.00
Laurito Cakes	Programme Book	\$ 60.00
Nick Champion MP	Lottery & Book	\$ 120.00
Perre Legal	Programme Book	\$ 120.00
Peter Elberg Funerals	Programme Book	\$ 250.00
Prema Bros	Programme Book	\$ 240.00
Romeo's Retail Group	Silver Sponsorship	\$ 500.00
Spano Orthopedic Footware	Programme Book	\$ 60.00
Vincent Tarzia MP	Programme Book	\$ 120.00
Virgara Wines	Lottery & Book	\$ 240.00
Zoe Bettison MP	Lottery & Book	\$ 60.00
Tony Tripodi Tiler	Programme Book	\$ 60.00
Avanti Pasticceria	Programme Book	\$ 120.00
European Catering Reception	Programme Book	\$ 120.00
Franks International Travel	Programme Book	\$ 60.00
N & A Bivone Constructions	Programme Book	\$ 60.00
Arbor Crest	Programme Book	\$ 120.00
Bianco Hire	Programme Book	\$ 120.00
Bianco Source Corp	Lottery & Book	\$ 120.00
L & G Perrotta Earthmoving	Programme Book	\$ 120.00
Mattiske Funerals	Silver Sponsor	\$ 1,500.00
Damn Cheap Wholesalers	Programme Book	\$ 240.00
Global Food Distributors	Programme Book	\$ 240.00
Hair B Cos	Programme Book	\$ 60.00
Lodge Constructions	Contra	\$ 240.00
Produce Carton Supply	Programme Book	\$ 120.00
Virginia Irigation -Viss Water	Programme Book	\$ 60.00
		5 7,900.00

QUOTE

St Josephs Communtiy
 304 Waterloo Corner Rd
 WATERLOO CORNER SA 5110
 AUSTRALIA



Date
 3 Nov 2020



Expiry
 3 Dec 2020

Quote Number
 QU-0862

Reference
 Rocco [Redacted]

ABN
 [Redacted]

Description	Quantity	Unit Price	GST	Amount AUD
10m x 18m Pavilion / weighted / white walls	1.00	2,800.00	10%	2,800.00
Weights	16.00	25.00	10%	400.00
2.4m Trestle	20.00	10.00	10%	200.00
White Bistro Chair	400.00	2.00	10%	800.00
Beach Umbrella	10.00	10.00	10%	100.00
90cm Cafe Table	10.00	10.00	10%	100.00
6 Tray Bain Marie	1.00	85.00	10%	85.00
3.6m x 4.8m Stage (includes skirting, railing & steps) - subhired SA Staging	1.00	800.00	10%	800.00
Delivery / Collection Deliver Wednesday / Thursday Collect Monday Event Date: Sunday 21.03.2021 Deliver to: 304 Waterloo Corner Road, Waterloo Corner	2.00	50.00	10%	100.00
Sponsorship	1.00	(685.00)	10%	(685.00)
			INCLUDES GST	427.28
			TOTAL AUD	4,700.00

Terms



Item 5.1.2 - Attachment 1 - 24/2020: La Festa di San Giuseppe Association Inc. - Application

Customer Service Inquiries: [REDACTED]
 Date of Issue: 8/10/20
 Account Executive: SA Client Support

Client Insurance Portfolio

This insurance portfolio is a summary of your insurances as at the issue date shown. For your full insurance details this portfolio must be read in conjunction with your renewal notices and your policy wordings.

Client No. 14164 Client Name La Festa Di San Giuseppe Assoc
 Address SALISBURY SA

Postcode 5108 Telephone [REDACTED] Fax [REDACTED]

POLICY NUMBER PRODUCT	EXPIRY DATE	LOCATION / DESCRIPTION	COVER	DECLARED VALUES SUM INSURED/LIABILITY	EXCESS/ DEDUCTIBLE
05 ISR 158151 Composite Property	17/02/21	LIMIT OF LIABILITY 304 WATERLOO CORNER ROAD SALISBURY NORTH HALL	Master Policy Declared Values	2,200,000 2,054,000	
05 PAV 93987 Volunteer Workers	14/03/21	Consequential Loss I.S.R. - Sub Limit Liability 304 WATERLOO CORNER ROAD SALISBURY NORTH PERSONAL ACCIDENT - VOLUNTARY WORKERS	Fire - Buildings Fire - Contents Additional Cost Of Workings Site Improvements Burglary	1,775,000 129,000 50,000 100,000 20,000	1,000 1,000 1,000
05 PLG 93988 Public Liability	14/03/21	304 WATERLOO CORNER ROAD SALISBURY NORTH PUBLIC LIABILITY PRODUCTS LIABILITY	Voluntary Workers - Capital Voluntary Workers - Medical Voluntary Workers - Weekly	100,000 10,000 600	
				50,000,000 50,000,000	

From: Jeff Marshall Community Assist [REDACTED]
Sent: Friday, 13 November 2020 10:32:54 AM
To: City of Salisbury
Subject: Community Grant Application

Hi,

Please find attached our Community Grants Application for our Community Carols on December 13th 2020.

Kindest Regards,

Jeff Marshall
Executive Director



ONE Life Community Assist
13 – 15 Ormsby Ave
Parafield Gardens SA 5107
ABN. 92 138 770 626

www.communityassist.org.au

This email is from ONE Life Community Assist Ltd. The contents may be confidential. If you have received this email in error, please reply to us immediately and delete the document.

file:///C:/Users/khatuna/AppData/Local/Temp/2020/DateWdr/Temps/6 13/11/2020



Community Grants Program

Application Form

Applications for Community Grants must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (providing the eligibility criteria is met).

Please ensure you have read and understood the City of Salisbury Community Grants Program Guidelines and Eligibility Criteria document prior to completing an Application.



Live it up

Application Eligibility Checklist		
Is the Funding For:	Yes	No
• Money already spent?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Salaries (initial or ongoing)? <i>Payment of facilitator or contractor engaged specifically to deliver program / activity under the grant may be considered</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Recurrent administration costs or Public Liability Insurance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Capital development (e.g. renovations or building changes that will be permanently part of the structure)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Upgrading facilities which belong to Local, State or Commonwealth Governments?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Application from Public / Private Schools?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• An organisation trading as a sole trader/individual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• A group that is a non-incorporated body and does not have a parent incorporated body or is not endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have previously received funding and NOT fulfilled reporting obligations, including provision of post event evaluation/report and financial acquittal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Groups/organisations that have received Community Grants Program funding from the City of Salisbury within the past twelve (12) months (<i>with the exception of Defibrillator funding</i>).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*If you have answered **YES** to any of these questions, this application **may NOT** be eligible for grant funding.*

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 2 of 13

Applicant Organisation Information			
1. GROUP / ORGANISATION DETAILS			
Name:	ONE Life Community Assist		
Address:	13 - 15 Ormsby Ave		
Suburb:	Parafield Gardens Postcode: 5107		
2. CONTACT PERSON DETAILS (this is the address that all correspondence will be sent)			
Name:	Mr Jeff Marshall		
Title (your role with the group/organisation):	Director		
Address:	[REDACTED]		
Phone:	Landline: [REDACTED] Mobile: [REDACTED]		
Email:	[REDACTED]		
3. COMMUNITY GRANT RESPONSIBILITY			
Name of Person Responsible for the Grant:	Mr [v] Jeff Marshall		
Title (role with the group/organisation):	Director		
4. GROUP / ORGANISATION MANAGEMENT DETAILS			
How is your group/organisation managed: <i>(ensure Committee/Board Meeting Minutes are attached)</i>	Board		
Is your organisation:			
a) Incorporated:	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input checked="" type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input type="checkbox"/> (go to question b) </td> </tr> </table>	Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)
Yes <input checked="" type="checkbox"/> (go to question c)	No <input type="checkbox"/> (go to question b)		
ASIC Registration Number:	92138770626		
b) Operated under a Parent Organisation: <i>(please state which parent organisation you operate under below AND attach a supporting letter from the organisation)</i>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 50%;"> Yes <input type="checkbox"/> (go to question c) </td> <td style="text-align: center; width: 50%;"> No <input checked="" type="checkbox"/> (go to question c) </td> </tr> </table>	Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)
Yes <input type="checkbox"/> (go to question c)	No <input checked="" type="checkbox"/> (go to question c)		
Parent Organisation			
Name:			
ASIC Registration Number:			

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 3 of 13

Organisation Information (continued)		
c) Community/Non-Profit:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your organisation endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not-for-profits Commission?	Yes <input checked="" type="checkbox"/> <i>(evidence must be attached to this application)</i>	No <input type="checkbox"/>
d) Government Funded: <i>(If Yes, please list funding source/s and purpose in part e & f)</i>	Yes <input type="checkbox"/> (go to question e & f)	No <input checked="" type="checkbox"/>
e) Funding source/s:		
f) Purpose:		
g) Other (please specify):	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5. BANKING INFORMATION		
<i>Your organisation must have its own Bank/Credit Union Account or similar</i>		
Full Account Name: <i>ONE Life Community Assist</i> *do not provide account or BSB numbers*	Financial Institution Name: [REDACTED]	Branch Location: [REDACTED]
6. REFEREE INFORMATION		
<i>Please provide the name and contact details of a referee – preferably someone who can verify the bona fide status of your group/organisation (NOT Members of the Committee)</i>		
Referee's Name:	<i>Barry Littleford</i>	
Referee's Contact Information:	[REDACTED]	

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 4 of 13

GST Declaration		
I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.		
Does your group/organisation have an ABN <i>(If Yes - Please Quote ABN:)</i> 9 2 1 3 8 7 7 0 6 2 6 <i>(If No, the ABN Declaration Form attached must be signed)</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is your group/organisation registered for GST	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
NB: GST Registration <i>If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.</i>		

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project/Event Budget Information	
Will the project or event generate income (e.g. ticket sales, entry fee etc.)? <i>If Yes, provide details:</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <small>(enter '0' dollar amounts below)</small>
INCOME	\$ AMOUNT
Project or event generated income:	\$ 500
Organisation's contribution:	\$ 1,937
Income received from other Grants: <small>(list organisation(s) providing Grant funding and their contribution)</small>	\$ 0
Income received from sponsors: <small>(list sponsor(s) and their contribution)</small>	\$ 0
Donations: <small>(please specify the source, product or service and estimated amount of funding requested)</small>	\$ 0
Have you sought any other funding for the project/event: <small>(please specify the source and amount of funding requested)</small>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
TOTAL (including GST):	\$ 2,437
What resources will you and your group contribute to the project e.g. in-kind donations, labour, time etc.?	<i>All COVID relevant signage, bunting, hand sanitiser and hi vis vests for volunteer staff including COVID Marshal's. All event management and preparation etc</i>
EXPENSES <small>(specify the proposed expense budget by item:)</small>	\$ AMOUNT
<i>Advertising</i>	<i>\$ 619</i>
<i>Staging</i>	<i>\$ 2,068</i>
<i>Sound</i>	<i>\$ 4,000</i>
<i>Venue hire</i>	<i>\$ 250</i>
TOTAL (including GST):	\$ 6,937

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Community Grant Application - Page 6 of 13

Summary of Project/Event Information	
Is the funding for: <i>(please tick which is applicable)</i>	<input checked="" type="checkbox"/> Event <input type="checkbox"/> Project <input type="checkbox"/> Ongoing <input type="checkbox"/> New Group <input type="checkbox"/> Defibrillator
Name of Project/Event Requiring Funding	Community Carols
Date(s) of Project/Event <i>(If ongoing or one-off please state "ongoing"/"one-off")</i>	13 December 2020
Total cost of Project/Event	\$ 6,937
Amount of Community Grant Funding Requested	\$ 5,000
Is there any other information that you may feel is relevant to your application?	no
<input checked="" type="checkbox"/> There are no relevant attachments.	<input type="checkbox"/> There are relevant attachments and the following documents are attached: 1. 2.
Which category best describes your project/event? <i>(please check all that apply)</i>	
Health	<input type="checkbox"/>
Establishment of a new group	<input type="checkbox"/>
Education and Training	<input type="checkbox"/>
Culture / Arts	<input checked="" type="checkbox"/>
Sport / Recreation	<input type="checkbox"/>
Environment	<input type="checkbox"/>
Disability	<input type="checkbox"/>
Youth	<input checked="" type="checkbox"/>
Crime Prevention	<input type="checkbox"/>
Aged	<input checked="" type="checkbox"/>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Project/Event Details	
Previous Community Grants Program Funding	
Has your Organisation previously received a Community Grant? <i>(If Yes – when, amount granted and what the grant was for:)</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(go to Group/Organisation Information)</i>
When was the Grant funding received (month & year):	<i>December 2019</i>
What amount of Grant funding was provided:	<i>\$ 5,000</i>
When was the previous Grant acquitted (month & year):	<i>April 2020</i>
Group/Organisation Information	
Group/Organisation Name	<i>ONE Life Community Assist</i>
Group/Organisation Description	<i>Community Services and Assistance</i>
Group/Organisation Registered Address	<i>Number/Street: 13 - 15 Ormsby Ave Suburb: Parafield Gardens Postcode: 5107</i>
Is the Club Incorporated?	<i>yes</i>
Number of Members	<i>120</i>
% of Membership that reside in the City of Salisbury	<i>95 %</i>
Project/Event Details	
Project/Event Name	<i>Community Carols</i>
Project/Event Summary	<i>Annual Community Christmas Carols Event</i>
Date(s) of Project/Event	<i>13 December 2020</i>
Location of Project/Event:	<i>Number/Street: Globe Derby Dr Suburb: Globe Derby Park Postcode: 5110</i>
How will the Project/Event benefit the residents of the City of Salisbury?	<i>A community event that is open to the public, celebrating the Christmas season</i>
How many individuals will benefit from the Project/Event?	<i>700</i>
% of project/event participants that reside in the City of Salisbury	<i>80 %</i>
If it is an Event, is it open to the public?	<i>Yes</i> <input type="checkbox"/>
How will the Project/Event be promoted?	<i>social media, banners and flyers, letter box drop</i>

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Community Grant Application - Page 8 of 13

Grant Money Requested	
Amount Requested	\$ 5,000
Itemised Breakdown of Costs:	
<i>An itemised breakdown of costs must be provided. Please attach a separate sheet if there is insufficient space.</i>	
Staging	\$ 2,068
Sound	\$ 4,000
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
TOTAL (including GST):	\$ 6,068
Quote Attached: <i>A detailed, current quote must be provided with the application.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>(please refer to the City of Salisbury Guide to completing the Community Grants Program Application Form)</i>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Item 5.1.3 - Attachment 1 - 25/2020: One Life Community Assist Limited - Application

Project or Event Scope
<p><i>Provide a description of the proposed project or event:</i></p> <p><i>This annual community wide event aims to celebrate the christmas season and encourage those who attend. This is a free event and open to the public. The music is provided by Chicago show band and a variety items from the many talented people across the City of Salisbury and the greater Adelaide area. We also have a free food give away and this year we are hosting a christmas market which will provide a variety of food stalls and items for sale. All bases are covered to ensure the event is COVID safe and compliant, a COVID Event plan is in place.</i></p>
<p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to the Project or Event Scope.</p> <p><input type="checkbox"/> The following documents are attached relating to the Project or Event Scope:</p> <ol style="list-style-type: none">1.2.3.

Benefits and Outcomes of the Project or Event
<p><i>Provide a description of the benefits and outcomes of the proposed project or event to the residents of the City of Salisbury and/or the wider community:</i></p> <p><i>This event always provides a strong commitment to community engagement, observed by the free food give away and the many christmas hampers given away at the event. Especially this year, it will provide much needed distraction to what has been for many a tough year. We always enjoy the classic christmas carols with everyone being able to sing along.</i></p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Support for the Project or Event
<p><i>Demonstrate how the proposed project or event is supported by residents of the City of Salisbury and/or the wider community:</i></p> <p><i>(include a list of key partners and/or stakeholders, community members and organisations that have been consulted, how and why they support the project or event and any other information that demonstrates support.</i></p> <p><i>We have a number of churches who promote and provide volunteers, our own church, ONE Life Church carries most of event planning etc. The Uniting Church of Parafeild Gardens promotes and provides volunteers for the event. We also have promoting the event the Facebook Pages of the Paraflied Gardens Neighbourhood (1,800 members) and Salisbury Council Area - What's up and chat (2,400 members). Over the first three year's of this event we have witnessed a growing number of locals from throughout the City of Salisbury and beyond attending annually.</i></p> <p>Attachments</p> <p><input checked="" type="checkbox"/> There are no attachments relating to Support for the Project or Event.</p> <p><input type="checkbox"/> The following documents are attached relating to Support for the Project or Event:</p> <ol style="list-style-type: none"> 1. 2. 3.

Project or Event Management
<p><u>Ongoing Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed into the future:</i> <i>(outline how you will ensure sustainability and achieve outcomes for the project or activity)</i></p> <p><u>One-off Projects or Events</u></p> <p><i>Describe how the proposed project or event will be managed:</i> <i>(outline how you will achieve outcomes for the project or activity)</i></p> <p><i>Each year the event is managed by ONE Life Community Assist and the ONE Life Church in partnership with the Parafeild Gardens Uniting Church and previously St Barbara's Anglican Church.</i></p>

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the S1 and S2 boxes and sign:

S1 S2

I acknowledge that I am authorised to make this application on behalf of the Organisation.

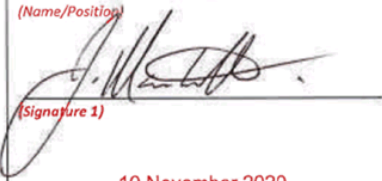
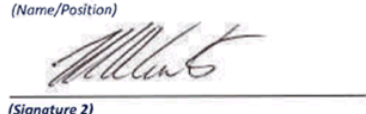
I acknowledge that the information provided in this application is true and correct.

I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury Community Grants Program.

I acknowledge that, should this Application be successful in obtaining Community Grant funding, our Organisation must complete the acquittal and reporting requirements as set out in the Acceptance of Community Grant – Form 1 and City of Salisbury Community Grants Program Guidelines and Eligibility Criteria.

I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury Community Grants Program may request further information.

On behalf of ONE Life Community Assist (Group/Organisation)

<p>Jeff Marshall / Director <i>(Name/Position)</i></p> <p> <i>(Signature 1)</i></p> <p>10 November 2020 <i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p>	and	<p>Michael Curtis / Treasurer <i>(Name/Position)</i></p> <p> <i>(Signature 2)</i></p> <p>10 November 2020 <i>(Date)</i></p> <p>Contact (phone number): XXXXXXXXXX</p>
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Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your Application will **not** be submitted until contact and verification has occurred, **no exception**.

to avoid delays please ensure that your application form is completed in its entirety - all questions must be answered

Board Meeting held at
One Life Church Inc/ One Life Community Assist Ltd
13-15 Ormsby Avenue, Parafield Gardens SA 5017
On the 10th Day of October 2020

Present: Jeff Marshall, Liz Smith, Ken Luyt, Michael Curtis and John Ruddock

Meeting: Opened in Prayer at 10.00 am

'Excerpt'

3. New Business

3.1 Parafield Gardens

3.1.2 Carols. – Alternative venue where it would satisfy Covid-19 restrictions – Globe Derby Harness Racing – Stadium and grassed area is a good solution for social distancing – free tickets online to cap numbers etc

3.1.3 We will be submitting an application for a Community Grant to the City of Salisbury for \$5,000 to go towards the budget for staging and sound (Approx. quotes staging - \$2,068, sound \$3,500).

Meeting closed 11:50am



Jeffrey Marshall
Chairman / Director



Michael Curtis
Board Member / Treasurer



Australian Government
Australian Business Register

ABN Lookup

Current details for ABN 92 138 770 626

ABN details

Entity name:	ONE LIFE COMMUNITY ASSIST. LTD
ABN status:	Active from 01 Jan 2010
Entity type:	Australian Public Company
Goods & Services Tax (GST):	Registered from 01 Jan 2010
Main business location:	SA 5107

Australian Charities and Not-for-profits Commission (ACNC)

ONE LIFE COMMUNITY ASSIST. LTD is registered with the [Australian Charities and Not-for-profits Commission \(ACNC\)](#) as follows:

ACNC registration	From
Registered as a charity view ACNC registration	03 Dec 2012

Business name(s)

Business name	From
ONE Life Community Assist	10 Jun 2015

Trading name(s)

From 1 November 2023, ABN Lookup will not display trading names and will only display registered business names. For more information, click [help](#).

Trading name	From
Fair Havens	01 Jan 2010

ASIC registration - ACN or ARBN

138 770 626 [View record on the ASIC website](#)

Charity tax concession status

ONE LIFE COMMUNITY ASSIST. LTD is a [Public Benevolent Institution](#) endorsed to access the following tax concession:

Tax concession	From
GST Concession	19 Feb 2010
Income Tax Exemption	19 Feb 2010
FBT Exemption	19 Feb 2010

Deductible gift recipient status

ONE LIFE COMMUNITY ASSIST. LTD is endorsed as a Deductible Gift Recipient (DGR) from **19 Feb 2010**. It is covered by [Item 1](#) of the table in section 30-15 of the *Income Tax Assessment Act 1997*.

ABN last updated: 10 Apr 2019

Page 1 of 2

Record extracted: 11 Nov 2020

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).



ABN Lookup



Important

Please read [Deductible Gift Recipient \(DGR\)](#) information before making a gift.

ABN last updated: 10 Apr 2019

Page 2 of 2

Record extracted: 11 Nov 2020

Subject: [REDACTED] quote

From: [REDACTED]

To: "Justin Boxer. One Life Church" [REDACTED]

Thu, 12 Nov 2020 07:13:13 +1030

Hi Justin,

As discussed please find quote below

9.76m x 4.88m x 800mm high
Safety rails / steps x 2 / stage skirt
Delivered Sunday 13th December 2020 - am
Picked up Sunday after event - 8pm
Globe Derby
Total cost - \$1880.00 + gst

If we could build Friday and collect Monday
Total cost \$1580.00 + gst

If we build Saturday and collect Monday
Total cost \$1680.00 + gst

Look forward to hearing from you.

Kind Regards

[REDACTED]

[REDACTED]

[REDACTED]



Date 13/11/20
Quote # 13

Justin Boxer
One Life Church
13-15 Ormsby Ave
Parafield Gardens SA 5107

Description	QTY	Price Ea	Total
Supply, Set up, Operate and Pack up technical equipment (PA & Lights) for Community Carols 2020	1.00	\$4,000.00	\$4,000.00

Balance Due	\$4,000.00
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Quote valid for 30 days



Item 5.1.3 - Attachment 1 - 25/2020: One Life Community Assist Limited - Application



FAX TRANSMISSION

ATTENTION: PS JEFF MARSHALL
COMPANY: ONE LIFE CHURCH
EMAIL: [REDACTED]
SENDER [REDACTED]
NO. OF PAGES: 1 INCLUDING THIS PAGE
DATE: 11/11/20

IN RESPONSE TO YOUR ENQUIRY WE TAKE PLEASURE IN SUBMITTING THE FOLLOWING QUOTATION

TITLE: CORFLUTES
QUANTITY: 5
STOCK: 3MM PRINTED 1 SIDE 600mm X 900mm
TOTAL INC GST: \$99.00
ART: NOT INCLUDED

TITLE: BANNERS
QUANTITY: 1
STOCK: 510gsm VINYL PRINTED 1 SIDE ONLY WITH 6 EYELETS (3TOP & BOTTOM)
3MTRS X 1MTR
TOTAL INC GST: \$99.00
ART: NOT INCLUDED

TITLE: BOOKLETS
DESCRIPTION: A5 FOLDED SIZE COLOUR COVER INSIDE & OUTSIDE REST B/W SADDLE STITCHED
20PP
QUANTITY: 500
STOCK: 80gsm BOND
TOTAL INC GST: \$270.00
ART: NOT INCLUDED



You are reminded that the policy or protection mentioned below falls due for renewal on 31/03/2020. To ensure your continued protection, payment must be received by this due date. This is an invitation to renew, and not a demand for payment.

Page 1 of 5

ONE Life Church Incorporated
13-15 Ormsby Avenue
PARAFIELDS GARDENS SA 5107

TAX INVOICE

This document will be a tax invoice for GST when you make payment

RENEWAL

Invoice Date: 24/03/2020
Invoice No: 63634
Our Reference: ONELIFECS

Class: Public & Products Liability - [REDACTED]	Policy or Protection No: ACSMLA01
Insurer or Mutual: As per underwriters listed on schedule	Period of Cover/Protection: From 31/03/2020 to 31/03/2021 at 4:00 pm
The Insured or The Member: ONE Life Church Inc. ONE Life Community Assist Ltd	

DEFT is a service of Macquarie Bank

DEFT PAYMENT SYSTEMS

Pay by phone from your credit card. Call 1300 78 11 45. Australian Christian Churches accepts American Express & Mastercard, Visa. Churches accepts Club Cards. Payments by credit card may attract a surcharge. The phone payment line is a 24-hour service. Calls are charged at the cost of a local call (mobiles extra).

Contact your participating bank, credit union or building society to make payment directly from your cheque or savings account. You will be required to enter the Biller Code and BPAV reference number as detailed on the front of your invoice.

Please present this page intact at any Australia Post Office. Payments may be made by cash (up to \$9,999.99), cheque or EFTPOS. Please make any cheques payable to Assemblies of God in Australia.

Detach payment slip and mail with payment to: DEFT Payment Systems Locked Bag 20015 MELBOURNE VIC 3001. Please make cheques payable to Australian Christian Churches. Please note the above address is for payments only. Please send other correspondence to: ACS Financial Level 1, 917 Riverside Road SUNBURY HILLS VIC 3127. Please note that receipts will not be issued unless requested.

Pay over the internet from your credit card at www.deft.com.au. Australian Christian Churches accepts American Express & Mastercard, Visa. Churches accepts Club Cards. Payments by credit card may attract a surcharge.

Pay by phone from your credit card. Call 1300 78 11 45. Australian Christian Churches accepts American Express & Mastercard, Visa. Churches accepts Club Cards. Payments by credit card may attract a surcharge. The phone payment line is a 24-hour service. Calls are charged at the cost of a local call (mobiles extra).

OTHER CHURCHES OR NON-CHURCH ORGANISATIONS, EVIDENCE OF CURRENT INSURANCE FOR THESE ORGANISATIONS MUST BE OBTAINED PRIOR TO THE EVENT OR ACTIVITY PROCEEDING.

THE FOLLOWING ARE COVERED IF THE ACTIVITIES ARE RUN BY APPROPRIATELY SKILLED AND QUALIFIED MEMBERS WHO HAVE RISK MANAGEMENT PROCEDURES IN PLACE FOR THE PREVENTION OF ACCIDENT/INJURY INCLUDING INCIDENT REPORTING PROCEDURES. IN THE ABSENCE OF APPROPRIATELY SKILLED AND QUALIFIED MEMBERS THESE ACTIVITIES MUST BE CONDUCTED BY QUALIFIED EXTERNAL CONTRACTORS WHO HAVE THE APPROPRIATE INSURANCES IN PLACE.

Abseiling, Archery, Flying Foxes, Horse Riding, Supported Rock Climbing or Climbing Walls, Canoeing/ Kayaking/Rafting (class 2 rapids and below), Beach Activities including Surfing or Swimming, Other Water Activities, Bike Riding, Skate Boarding, Roller Blading/Skating, Jumping Castles, Horizontal Bungee (this list is not exhaustive).

- EXCLUSIONS & ENDORSEMENTS:**
- High Risk Activities Exclusion
 - Known Offenders Molestation / Sexual Abuse Exclusion
 - Professional Liability
 - Sanctions Clause
 - Coronavirus Absolute Exclusion

Item 5.1.3 - Attachment 1 - 25/2020: One Life Community Assist Limited - Application

Schedule of Insurance or Protection

Class of Policy or Protection	Public & Products Liability - [REDACTED]	Policy-Protection No	ACSMLA01
Insured-Member	ONE Life Church Inc. ONE Life Community Assist. Ltd	Invoice No:	63634

PUBLIC & PRODUCTS LIABILITY PROTECTION

Limits of Protection:	
- General Liability	\$200,000,000 any one occurrence.
- Products Liability	\$200,000,000 any one occurrence and in the aggregate.
- Molestation/Sexual Abuse	\$10,000,000 any one occurrence & in the aggregate.
- Goods in care custody & control	\$ 250,000
Retention:	\$1,000 all claims
- except for claims arising from prayer lines	\$5,000

Geographical Limits: Worldwide excluding USA and Canada

IMPORTANT NOTICE:

This protection provides protection for the [REDACTED] National and State bodies and all [REDACTED] Churches that are also members of the [REDACTED] Insurance and Protection Program, including the protected entity/entities named above. Therefore with regards to protection for Products Liability and Sexual Molestation/Sexual Abuse, should any Member make a claim, the limit of protection is reduced by the amount of that claim for all [REDACTED] program members for the rest of the coverage year to 31st March 2021. In addition [REDACTED] provides another layer of Molestation/Sexual Abuse protection of \$25,000,000 in excess of the \$10,000,000 noted above. This additional protection is aggregated across all Mutual members on a claims made basis.

The Business Protected:

Principally (but not limited to) religious organisations encompassing churches, charitable benevolent and socially useful activities, work for the dole, social welfare (including refuge homes) landlords, property owners, retailers, joint ventures, media production and broadcasting, music production and publishing, publishing and printing religious literature, mission work, overseas aid, and all other activities in which the member is or may become engaged in including but not limited to Church services, fetes/Christmas Carols or similar, youth groups and youth outings, senior outings, fundraising such as walk-a-thons and bike rides.

The following can be protected if advised to [REDACTED] and noted on your schedule of protection

- aged care centres (including independent living units, hostels, nursing homes, community care and day care centres)
- child care centres
- conference centres, campsites

SPECIAL CONDITIONS: WHERE ANY OF THE ABOVE ACTIVITIES ARE CONDUCTED IN CONJUNCTION WITH OTHER CHURCHES OR NON-CHURCH ORGANISATIONS, EVIDENCE OF CURRENT INSURANCE FOR THESE ORGANISATIONS MUST BE OBTAINED PRIOR TO THE EVENT OR ACTIVITY PROCEEDING.

THE FOLLOWING ARE COVERED IF THE ACTIVITIES ARE RUN BY APPROPRIATELY SKILLED AND QUALIFIED MEMBERS WHO HAVE RISK MANAGEMENT PROCEDURES IN PLACE FOR THE PREVENTION OF ACCIDENT/INJURY INCLUDING INCIDENT REPORTING PROCEDURES. IN THE ABSENCE OF APPROPRIATELY SKILLED AND QUALIFIED MEMBERS THESE ACTIVITIES MUST BE CONDUCTED BY QUALIFIED EXTERNAL CONTRACTORS WHO HAVE THE APPROPRIATE INSURANCES IN PLACE.

Abseiling, Archery, Flying Foxes, Horse Riding, Supported Rock Climbing or Climbing Walls, Canoeing/ Kayaking/Rafting (class 2 rapids and below), Beach Activities including Surfing or Swimming, Other Water Activities, Bike Riding, Skate Boarding, Roller Blading/Skating, Jumping Castles, Horizontal Bungee (this list is not exhaustive).

EXCLUSIONS & ENDORSEMENTS:

- High Risk Activities Exclusion
- Known Offenders Molestation / Sexual Abuse Exclusion
- Professional Liability
- Sanctions Clause
- Coronavirus Absolute Exclusion

Schedule of Insurance or Protection

Page 3 of 5

Class of Policy or Protection	Public & Products Liability - [REDACTED]	Policy-Protection No	ACSMLA01
Insured-Member	ONE Life Church Inc. ONE Life Community Assist, Ltd	Invoice No:	63634

For all other exclusions, please refer to the PDS

HIGH RISK ACTIVITIES EXCLUSION

Any activities organised by you which involve any of the following: Motor Races, Motor Rallies (speed based), Motor Speed Tests, Canyoning, Caving, Rifle/Firearms, Shooting, Aircraft, Hang Gliding, Parachuting, Paragliding, White Water Canoeing/ Kayaking/Rafting (above class 2 rapids), Scuba Diving, Dune Buggies, Vertical Bungee Jumping, Hot Air Ballooning, Unsupported Rock Climbing, Go Karts, Motocross, Martial Arts or Boxing activities.

Provided that this exclusion shall not apply to such of the above activities that we have agreed by endorsement to this protection to cover, subject always to the terms and conditions of the endorsement and the terms, conditions and exclusions of this protection and to the limit of liability specified in the certificate of protection.

KNOWN OFFENDERS MOLESTATION/SEXUAL ABUSE EXCLUSION

This protection does not protect the legal liability to pay damages or compensation to any third party, or legal costs associated with any claim, in respect of an injury sustained by a third party in circumstances where;

- (a) that injury arises either directly or indirectly from sexual abuse: **and**
- (b) the perpetrator of the sexual abuse was a representative, member, employee, or service provider of the member; **and**
- (c) the member knew or ought reasonably to have known that the perpetrator of the sexual abuse had previously;
 - (i) committed sexual abuse; and/or
 - (ii) been convicted of sexual abuse; and/or
 - (iii) whilst being a representative, member, employee, or service provider of the member; been the subject of a prior complaint in respect of sexual abuse, which has not been appropriately investigated.

"Sexual Abuse" includes any assault or abuse of a sexual nature, any type of molestation, indecent exposure, sexual harassment or intimidation, whether such act is the subject of criminal investigation or not.

"Injury" includes any physical, mental or psychological injury

PROFESSIONAL LIABILITY

This Protection does not cover any liability arising out of or connected directly or indirectly with: the rendering of or failure to render:

- a) professional advice or service by the Member
 - b) healthcare or medical services including but not limited to dental, medical, nursing, physiotherapy, surgery or x-ray service, patient treatment / therapy, dispensing or furnishing of dietary supplements, drugs or medical devices. or any error or omission connected
- All other Protection terms and conditions remain unchanged

SANCTIONS

The Mutual shall not be deemed to provide cover and The Mutual shall not be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose the Mutual to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of Australia, the European Union, United Kingdom or United States of America.

All other Protection terms and conditions remain unchanged

CORONAVIRUS ABSOLUTE EXCLUSION

Notwithstanding any other provision, no cover is provided under this policy for any claim, loss, liability, cost or expense of whatever nature directly or indirectly arising out of, contributed to by or resulting from coronavirus disease (COVID-19), severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), or any mutation or variation thereof.

This exclusion also applies to any claim, loss, cost or expense of whatever nature directly or indirectly arising out of, contributed to by or resulting from:

- (i) any fear or threat (whether actual or perceived) of; or
- (ii) any action taken in controlling, preventing, suppressing or in any way relating to any outbreak of; coronavirus disease (COVID-19), severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2), or any mutation or variation thereof.

PROTECTION WORDING: [REDACTED] PDS 31 March 2019

PROTECTION PROVIDER: [REDACTED]

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form



Applications for Sports and Community Clubs COVID-19 Recovery Support Package Grant must be received by the 15th of each month to be assessed by the Sport, Recreation and Grants Committee the following month (providing the eligibility criteria is met).

Clubs must be based within the City of Salisbury Council area.

Mandatory Criteria

Your organisation must be able to meet the following criteria:

Non Government, Incorporated community organisation or group? (Select 1 or more options) Required

- Yes
 No

Non incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not for profits Commission. DGR status must be maintained until such time as the Sports and Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application (Select 1 or more options) Required

- Yes
 No

The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury. (Select 1 or more options) Required

- Yes
 No

The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports and Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name). (Select 1 or more options) Required

- Yes
 No

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form 1 of 14

A copy of the previous years financial statements and the current financial statements showing any financial impact. (Select 1 or more options)

- Yes
 No

Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop (Select 1 or more options) **Required**

- Yes
 No

Eligibility and Funding Available

What and Who is Not Eligible

- Payment of salaries and/or wages to paid staff
- Purchase of alcohol
- Travel and/or accommodation costs
- Costs or lost revenue incurred prior to 1 March 2020 and not related to COVID-19

Guidelines for what items may be Eligible for funding

- Any operating cost associated with the running of the club
- Costs to replenish any food products used to generate an income for the club that may have been needing to be disposed of
- Equipment to improve hygiene practices
- Equipment required to commence competition or program run by the club
- Funding of programs and or training that support improvement of club member's wellbeing
- Any other cost that the Sports Recreation and Grants Committee considers has merit but must be associated with the impact of COVID-19

How much is funding is available?

Funding eligibility is based on your Club's annual revenue as listed below:

- \$0 to \$5,000 - \$500 maximum grant available
- \$5,001 to \$15,000 - \$1,000 maximum grant available
- \$15,001 to \$25,000 - \$2,000 maximum grant available
- \$25,001 to \$40,000 - \$3,000 maximum grant available
- Greater than \$40,000 - \$5,000 maximum grant available

Applicant Organisation Information

GROUP / ORGANISATION DETAILS

Organisation Name **Required**

Organisation Address Required

Organisation Suburb Required

Organisation Postcode Required

CONTACT PERSON DETAILS

(this is the address that all correspondence will be sent to)

Prefix (Select 1 option) Required

Mr

Mrs

Ms

Dr

Other

Other

Contact First Name Required

Contact Surname Required

Contact Title Required
Role with the group or organisation

Contact Address Required

Contact Suburb Required

Contact Postcode Required

Contact Telephone Required

Contact Email Required

RESPONSIBLE PERSON FOR THE GRANT

Name of Person Responsible for the Grant Required

Title of Person Responsible for the Grant Required
Role with the group or organisation

GROUP / ORGANISATION MANAGEMENT DETAILS

How is your group or organisation managed?

a) Is The Organisation Incorporated? (Select 1 or more options)

- Yes - Go to question (c)
 No - Go to question (b)

Incorporated Organisation ASIC Registration Number Required**b) Is The Organisation Operated Under a Parent Organisation? (Select 1 or more options)**Please state which parent organisation you operate under below AND **attach a supporting letter** from the organisation via the upload supporting document field at the end

- Yes - Go to question (c)
 No - Go to question (c)

Parent Organisation Name**Parent Organisation ASIC Registration Number****c) Is The Organisation Community / Non-Profit (Select 1 or more options)**


- Yes
 No

Is The Organisation Endorsed With Deductible Gift Recipient (DGR) Status by The Australian Taxation Office or Australian Charities And Not For Profits Commission? (Select 1 or more options)

- Yes - (evidence must be attached to this application)
 No

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form 5 of 14

Upload Deductible Gift Recipient Endorsement Evidence Here

 Please attach all files to the end of this form before submitting it.

d) Is The Organisation Government Funded (Select 1 or more options)


If Yes, please list funding source/s and purpose in part e and f

- Yes - Go to question (e) and (f)
- No


e) Organisation Funding Source/s

f) Organisation Purpose

Evidence must be provided by way of meeting minutes that the Group / Organisation's Committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application. Please upload here Required


 Please attach all files to the end of this form before submitting it.

Please provide a copy of the previous years financial statements and the current financial statements showing any financial impact. Please upload here Required

 Please attach all files to the end of this form before submitting it.

Please provide the Annual revenue of your Group / Organisation **Required**

Please provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments, loss of revenue, etc. Please upload here **Required**

 Please attach all files to the end of this form before submitting it.

BANKING INFORMATION

Your organisation must have its own Bank / Credit Union Account or similar

Full Bank / Credit Union Account Name **Required**

Do not provide account or BSB numbers

Financial Institution Name **Required**

Financial Institution Branch Location **Required**

GST Declaration

I agree upon signing of this document that I will provide Council with the following information in regards to my Australian Business Number and Goods and Services Tax registration status.

Is Your Group / Organisation Registered For GST? (Select 1 or more options)

Yes

No

NB: GST Registration

If your group IS registered for GST you are required to provide a Tax Invoice to Council before an approved grant amount can be provided to your organisation. The invoice must clearly state the words TAX INVOICE, Business Name, ABN and the approved grant amount including GST.

Does The Group Organisation Have an ABN? (Select 1 or more options)

- Yes - Please quote the ABN below
- No - Please complete the declaration below

If Your Organisation Has an ABN Enter it Here

Declaration Where No Australian Business Number is Required

I hereby certify that I am not required under the New Taxation System to hold an Australian Business Number (ABN), as I am not carrying out an enterprise under the New Tax System definition.

I am providing my services as a private recreational pursuit or hobby (Select 1 or more options)

- Yes
- No

I am providing my services as an individual without a reasonable expectation of profit or gain (Select 1 or more options)

- Yes
- No

As such the Council is not obliged to withhold 48.5% from payments made to me.

I confirm that the above declaration is valid for all payments made by Council to our organisation. Should the situation change and I am required to hold an Australian Business Number, I will notify Council immediately.

Group / Organisation

Name / Position

Declaration Where No ABN is Required Signature

Signature Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Why Funding is Required?


Details of Why Funding is Required Required

Amount Requested

Note: There is a cap on funding based on annual revenue.

Amount of Grant Funding Requested Required

Upload Any Other Relevant Information to The Application

 Please attach all files to the end of this form before submitting it.

Which Category Best Describes What You Are Applying For? (Select 1 or more options) Required

Please check all that apply

- Any operating cost associated with the running of the club
- Costs to replenish any food products used to generate an income for the club that may have been needing to be disposed of
- Equipment to improve hygiene practices
- Equipment required to commence competition or program run by the club
- Funding of programs and or training that support improvement of club member's wellbeing
- Any other cost associated with the impact of COVID-19

Further Details

Group / Organisation Information

Number of Members Required

Percent of Membership That Reside in The City of Salisbury Required

Itemised Breakdown of Costs:

An itemised breakdown of costs must be provided. Please upload a separate sheet if there is insufficient space in the quote upload section.

Item Cost 1 - Name And Amount (\$)

Item Cost 2 - Name And Amount (\$)

Item Cost 3 - Name And Amount (\$)

Item Cost 4 - Name And Amount (\$)

Item Cost 5 - Name And Amount (\$)

Item Cost 6 - Name And Amount (\$)

Item Cost 7 - Name And Amount (\$)

Item Cost 8 - Name And Amount (\$)

Item Cost 9 - Name And Amount (\$)

Item Cost 10 - Name And Amount (\$)

Item Cost 11 - Name And Amount (\$)


Item Cost 12 - Name And Amount (\$)

Item Cost 13 - Name And Amount (\$)

Item Cost 14 - Name And Amount (\$)

Item Cost 15 - Name And Amount (\$)

Itemised Cost TOTAL (Including GST) (\$)

Quote Upload (If Applicable)
 Please attach all files to the end of this form before submitting it.

Application Declaration

Please note that this declaration must be signed by two current senior office holders of the group/organisation (ie President, Secretary, Treasurer)

Please read, tick the Signer 1 and Signer 2 boxes and sign:

I acknowledge that I am authorised to make this application on behalf of the Organisation. (Select 1 or more options) **Required**

Signer 1 **Required**

Signer 2 **Required**

I acknowledge that the information provided in this application is true and correct. (Select 1 or more options) **Required**

Signer 1 **Required**

Signer 2 **Required**

I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury. (Select 1 or more options) Required

Signer 1 Required

Signer 2 Required

I acknowledge that, should this Application be successful in obtaining Sports & Community Clubs COVID-19 Recovery Support Package Grant funding, our Organisation will complete an acquittal if requested, as set out in the Acceptance of Sports & Community Grant. (Select 1 or more options)

Signer 1 Required

Signer 2 Required

I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury may request further information. (Select 1 or more options) Required

Signer 1 Required

Signer 2 Required

On behalf of Required

Group / Organisation

Signer 1 Name / Position Required

Signer 1 Signature Required

Signer 1 Signature Date Required

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signer 2 Name / Position Required

Signer 2 Signature Required

Signer 2 Signature Date Required

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Both signatories will be contacted to verify the application - a contact phone number must be provided for each. Your application will not be submitted for consideration until contact and verification has occurred, **no exception**.

End of form

Don't forget to attach all files before submitting this form

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form



Submission date: 30 October 2020, 8:40AM

Receipt number: 62

Related form version: 16

Question	Response
Mandatory Criteria	
Non Government, Incorporated community organisation or group?	Yes
Non incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not for profits Commission. DGR status must be maintained until such time as the Sports and Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application	Yes
The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.	Yes
The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports and Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name).	Yes
A copy of the previous years financial statements and the current financial statements showing any financial impact.	Yes

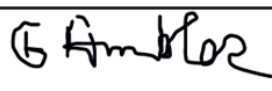

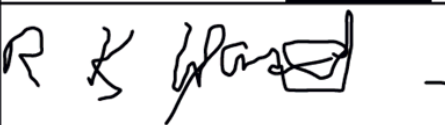
Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop	Yes
Eligibility and Funding Available	
Applicant Organisation Information	
Organisation Name	Salisbury Bowling Club Inc
Organisation Address	1-9 Orange Avenue
Organisation Suburb	Salisbury
Organisation Postcode	5108
Prefix	Mr
Contact First Name	Geoffrey
Contact Surname	Ambler
Contact Title	Board Member
Contact Address	[REDACTED]
Contact Suburb	[REDACTED]
Contact Postcode	[REDACTED]
Contact Telephone	[REDACTED]
Contact Email	[REDACTED]
Name of Person Responsible for the Grant	Geoffrey Roy Ambler
Title of Person Responsible for the Grant	Board Member
a) Is The Organisation Incorporated?	Yes - Go to question (c)
Incorporated Organisation ASIC Registration Number	[REDACTED]
b) Is The Organisation Operated Under a Parent Organisation?	
Parent Organisation Name	
Parent Organisation ASIC Registration Number	
c) Is The Organisation Community / Non-Profit	Yes
Is The Organisation Endorsed With Deductible Gift Recipient (DGR) Status by The Australian Taxation Office or Australian Charities And Not For Profits Commission?	Yes - (evidence must be attached to this application)
Upload Deductible Gift Recipient Endorsement Evidence Here	
d) Is The Organisation Government Funded	No
e) Organisation Funding Source/s	Subscriptions, Bar, Events, Room Hire, Fundraising

2 of 5

f) Organisation Purpose	Lawn Bowls Club
Evidence must be provided by way of meeting minutes that the Group / Organisation's Committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application. Please upload here	Salisbury Bowling Club Grant.pdf
Please provide a copy of the previous years financial statements and the current financial statements showing any financial impact. Please upload here	Profit Loss Statement Sept 2020.pdf Profit Loss [With Last Year] 2019-2018.pdf
Please provide the Annual revenue of your Group / Organisation	\$380,000
Please provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments, loss of revenue, etc. Please upload here	Profit Loss Statement Sept 2020.pdf
Full Bank / Credit Union Account Name	[REDACTED]
Financial Institution Name	[REDACTED]
Financial Institution Branch Location	[REDACTED]
GST Declaration	
Is Your Group / Organisation Registered For GST?	Yes
Does The Group Organisation Have an ABN?	Yes - Please quote the ABN below
If Your Organisation Has an ABN Enter it Here	[REDACTED]
I am providing my services as a private recreational pursuit or hobby	
I am providing my services as an individual without a reasonable expectation of profit or gain	
Group / Organisation	
Name / Position	
Declaration Where No ABN is Required	
Signature	
Signature Date	
Why Funding is Required?	
Details of Why Funding is Required	Various extra costs have and are still being incurred, (i.e) increase in Loan repayment by \$270.00 per month due to the deferral of the payment, extra cost on cleaning products,
Amount Requested	
Amount of Grant Funding Requested	\$5,000.00

3 of 5

Upload Any Other Relevant Information to The Application	
Which Category Best Describes What You Are Applying For?	Any operating cost associated with the running of the club Any other cost associated with the impact of COVID-19
Further Details	
Number of Members	350
Percent of Membership That Reside in The City of Salisbury	95
Item Cost 1 - Name And Amount (\$)	
Item Cost 2 - Name And Amount (\$)	
Item Cost 3 - Name And Amount (\$)	
Item Cost 4 - Name And Amount (\$)	
Item Cost 5 - Name And Amount (\$)	
Item Cost 6 - Name And Amount (\$)	
Item Cost 7 - Name And Amount (\$)	
Item Cost 8 - Name And Amount (\$)	
Item Cost 9 - Name And Amount (\$)	
Item Cost 10 - Name And Amount (\$)	
Item Cost 11 - Name And Amount (\$)	
Item Cost 12 - Name And Amount (\$)	
Item Cost 13 - Name And Amount (\$)	
Item Cost 14 - Name And Amount (\$)	
Item Cost 15 - Name And Amount (\$)	
Itemised Cost TOTAL (Including GST) (\$)	
Quote Upload (If Applicable)	
Application Declaration	
I acknowledge that I am authorised to make this application on behalf of the Organisation.	Signer 1 Signer 2
I acknowledge that the information provided in this application is true and correct.	Signer 1 Signer 2
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury.	Signer 1 Signer 2
I acknowledge that, should this Application be successful in obtaining Sports & Community Clubs COVID-19 Recovery Support Package Grant funding, our Organisation will complete an acquittal if requested, as set out in the Acceptance of Sports & Community Grant.	Signer 1 Signer 2

I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury may request further information.	Signer 1 Signer 2
On behalf of	Salisbury Bowling Club
Signer 1 Name / Position	Geoffrey Roy Ambler Board member 0418832049
Signer 1 Signature	 Link to signature
Signer 1 Signature Date	30/10/2020
Signer 2 Name / Position	Roger K Ward President 
Signer 2 Signature	 Link to signature
Signer 2 Signature Date	30/10/2020

Salisbury Bowling Club

Board Meeting held 29th October 2020

Extract from Minutes

Item 4.2

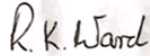
The Finance Director informed the meeting that the Salisbury Council were offering Recovery Support Packages for COVID 19 and that the Club did meet the criteria to apply for the maximum amount of \$5,000.

After discussion, the following proposal was put.

That the committee instruct G Ambler to apply for the grant.

Approved

Copy Verified



Roger Ward

President

29th October 2020

Created: 31/12/2019 3:35 PM

Salisbury Bowling Club Inc.
Orange Avenue
Salisbury SA 5108

Profit & Loss [With Last Year]

January 2019 To December 2019

	This Year	% of Sales	Last Year	LY % of Sales
Income				
Membership Subscriptions				
Full Membership	\$29,396.12	6.8%	\$30,545.00	8.2%
Non-Pennant Social Membership	\$3,154.56	0.7%	\$4,770.00	1.3%
New Bowler membership	\$425.46	0.1%	\$875.00	0.2%
Indoor Bowler Membership	\$550.00	0.1%	\$200.00	0.1%
Restricted Membership	\$798.19	0.2%	\$390.00	0.1%
Life Membership	\$186.35	0.0%	\$286.00	0.1%
Student/Junior Membership	\$0.00	0.0%	\$85.00	0.0%
Clearances	\$20.00	0.0%	\$0.00	0.0%
Club Shirts	\$1,600.03	0.4%	\$290.89	0.1%
Hire of Facilities	\$11,308.40	2.6%	\$9,168.54	2.5%
Total Membership Subscriptions	\$47,439.11	11.0%	\$46,610.43	12.5%
Bar Receipts				
Beer	\$73,715.27	17.1%	\$69,110.04	18.6%
Beer - Happy Hour	\$339.55	0.1%	\$0.00	0.0%
Wine	\$25,665.93	6.0%	\$24,705.12	6.6%
Spirits	\$13,883.18	3.2%	\$5,834.58	1.6%
Soft Drinks	\$16,467.84	3.8%	\$14,643.50	3.9%
Juice	\$0.00	0.0%	\$4.50	0.0%
Snacks	\$3,299.46	0.8%	\$1,712.10	0.5%
Water	\$2.00	0.0%	\$2.00	0.0%
Merchandise	\$753.64	0.2%	\$467.31	0.1%
Bar Miscellaneous	\$1,617.05	0.4%	\$177.37	0.0%
Miscellaneous	\$106.00	0.0%	\$1,697.83	0.5%
EFTPOS & EFTPOS Cash Out	\$15,400.45	3.6%	\$12,374.81	3.3%
Total Bar Receipts	\$151,250.37	35.1%	\$130,729.16	35.1%
Catering Receipts				
Thursday Night meals	\$1,161.12	0.3%	\$1,596.31	0.4%
Catering for Functions	\$11,541.05	2.7%	\$2,288.12	0.6%
Pennant Sandwiches	\$2,770.63	0.6%	\$2,595.90	0.7%
Coffee Machine Income	\$9,023.88	2.1%	\$10,134.05	2.7%
Total Catering Receipts	\$24,496.68	5.7%	\$16,614.38	4.5%
Bowls Income				
Pennant Bowls	\$1,118.55	0.3%	\$2,904.30	0.8%
Casual Green Fees	\$1,166.27	0.3%	\$621.00	0.2%
BPL Cup Income	\$184.27	0.0%	\$560.50	0.2%
Super League Income	\$6,478.92	1.5%	\$3,658.74	1.0%
Social Bowls	\$12,757.05	3.0%	\$12,425.55	3.3%
Night Owls	\$24,505.53	5.7%	\$22,074.70	5.9%
Night Owls Raffle	\$5,142.64	1.2%	\$4,866.30	1.3%
Night Owls BBQ	\$3,534.73	0.8%	\$1,956.50	0.5%
Indoor Bowls	\$2,194.79	0.5%	\$2,427.75	0.7%
Tournaments	\$10,057.91	2.3%	\$9,001.76	2.4%
Melba Bowls	\$0.00	0.0%	\$2,246.00	0.6%
Total Bowls Income	\$67,140.66	15.6%	\$62,743.10	16.9%
Fundraising & Raffles				
Raffles	\$14,418.42	3.3%	\$10,090.50	2.7%
Xmas Raffle	\$0.00	0.0%	\$1,610.00	0.4%
Melbourne Cup	\$1,146.36	0.3%	\$1,570.00	0.4%
Cabaret	\$327.27	0.1%	\$870.00	0.2%

This report includes Year-End Adjustments.

Page 1 of 3

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Salisbury Bowling Club Inc.
Orange Avenue
Salisbury SA 5108

Profit & Loss [With Last Year]

January 2019 To December 2019

	This Year	% of Sales	Last Year	LY % of Sales
Trading Table	\$1,104.50	0.3%	\$0.00	0.0%
Total Fundraising & Raffles	\$16,996.55	3.9%	\$14,140.50	3.8%
Sponsorship & Donations				
Sponsorship	\$21,768.01	5.0%	\$9,864.74	2.7%
Government Grants	\$55,000.00	12.8%	\$29,390.91	7.9%
Total Sponsorship & Donations	\$76,768.01	17.8%	\$39,255.65	10.5%
Lease of Gaming Machines				
Gaming Machine Income	\$45,903.96	10.6%	\$62,068.64	16.7%
Total Lease of Gaming Machines	\$45,903.96	10.6%	\$62,068.64	16.7%
Unallocated deposits	\$1,161.58	0.3%	\$0.00	0.0%
Total Income	\$431,156.92	100.0%	\$372,161.86	100.0%
Cost of Sales				
Capitation Costs	\$4,595.97	1.1%	\$4,995.64	1.3%
Membership Costs	\$4,541.49	1.1%	\$40.00	0.0%
Freight	\$337.68	0.1%	\$39.50	0.0%
Purchases for Resale	\$476.52	0.1%	\$1,715.94	0.5%
Catering - Biscuits	\$0.00	0.0%	\$74.23	0.0%
Catering - General	\$3,230.93	0.7%	\$2,394.70	0.6%
Coffee Machine Supplies	\$5,540.48	1.3%	\$4,033.34	1.1%
Bar				
Bar - Beer	\$39,598.99	9.2%	\$36,758.04	9.9%
Bar - Wine	\$8,533.44	2.0%	\$9,159.29	2.5%
Bar - Spirits	\$8,920.60	2.1%	\$2,915.31	0.8%
Bar - Soft Drink	\$6,127.03	1.4%	\$6,147.68	1.7%
Bar - Juice	\$130.50	0.0%	\$0.00	0.0%
Bar - Snacks	\$1,148.19	0.3%	\$954.61	0.3%
Bar - Water	\$39.84	0.0%	\$16.00	0.0%
Bar - Merchandise	\$250.00	0.1%	\$896.69	0.2%
Bar - Miscellaneous	\$1,203.50	0.3%	\$1,085.42	0.3%
Total Bar	\$65,952.09	15.3%	\$57,933.04	15.6%
Bowls Activities				
Members Draw	\$960.00	0.2%	\$200.00	0.1%
Total Bowls Activities	\$960.00	0.2%	\$200.00	0.1%
Club Shirts & Caps	\$2,250.95	0.5%	\$0.00	0.0%
Raffles & Fundraising	\$4,803.28	1.1%	\$4,338.95	1.2%
Xmas Raffle costs	\$0.00	0.0%	\$235.00	0.1%
Sponsorship & Donations	\$0.00	0.0%	\$160.00	0.0%
Pennant Bowls Costs	\$1,438.35	0.3%	\$11,757.74	3.2%
Taylor Cup Costs	\$5,315.00	1.2%	\$868.35	0.2%
Night Owls Costs	\$4,410.43	1.0%	\$2,409.36	0.6%
Social Bowls Costs	\$6,177.80	1.4%	\$4,143.37	1.1%
Tournament Costs	\$6,527.65	1.5%	\$4,723.15	1.3%
Indoor Bowls - Costs	\$72.00	0.0%	\$12.55	0.0%
Super League Costs	\$3,118.11	0.7%	\$1,082.70	0.3%
Total Cost of Sales	\$119,748.73	27.8%	\$101,157.56	27.2%
Gross Profit	\$311,408.19	72.2%	\$271,004.30	72.8%
Expenses				
Accounting Fees	\$817.50	0.2%	\$0.00	0.0%
Bank Account Fees	\$0.04	0.0%	\$0.00	0.0%

This report includes Year-End Adjustments.

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Salisbury Bowling Club Inc.
Orange Avenue
Salisbury SA 5108

Profit & Loss [With Last Year]

January 2019 To December 2019

	This Year	% of Sales	Last Year	LY % of Sales
Bank Merchant Fees	\$593.71	0.1%	\$679.56	0.2%
Bank Overdraft Line Fees	\$37.70	0.0%	\$0.00	0.0%
Eftpos Cash Out	\$0.00	0.0%	\$342.00	0.1%
Donations & Sponsorship	\$1,649.18	0.4%	\$825.00	0.2%
Advertising & Notices	\$1,891.45	0.4%	\$1,345.46	0.4%
Clubhouse Supplies	\$4,404.18	1.0%	\$4,782.21	1.3%
Clubhouse - Repairs & Maint	\$2,609.40	0.6%	\$3,126.28	0.8%
Clubhouse Cleaning	\$9,775.00	2.3%	\$9,222.26	2.5%
2016 Green Extension Costs	\$449.86	0.1%	\$1,500.00	0.4%
Conveyancing re Land Sale	\$0.00	0.0%	\$953.22	0.3%
Computer Repairs	\$0.00	0.0%	\$567.09	0.2%
Website Costs	\$1,200.89	0.3%	\$712.73	0.2%
Cabaret Costs	\$272.73	0.1%	\$400.00	0.1%
Greenkeeping Supplies	\$8,375.04	1.9%	\$7,581.81	2.0%
Greenkeeping Repairs & Maint	\$4,514.77	1.0%	\$2,650.90	0.7%
Water Supply	\$10,022.88	2.3%	\$13,328.91	3.6%
Medical & First Aid Supplies	\$259.10	0.1%	\$56.00	0.0%
Dues & Subscriptions	\$490.91	0.1%	\$4,972.40	1.3%
Insurance	\$6,321.97	1.5%	\$7,902.25	2.1%
Late Fees Paid	\$0.00	0.0%	\$25.05	0.0%
License Fees	\$1,012.81	0.2%	\$1,359.20	0.4%
Maintenance	\$7,158.50	1.7%	\$137.70	0.0%
New Green Loan Interest	\$17,655.85	4.1%	\$18,661.50	5.0%
Postage	\$259.09	0.1%	\$90.91	0.0%
Stationery & Printing	\$2,579.17	0.6%	\$3,214.26	0.9%
Publications	\$123.27	0.0%	\$235.45	0.1%
Rent	\$0.00	0.0%	\$2,027.00	0.5%
Rates & Taxes	\$4,929.85	1.1%	\$12,199.03	3.3%
Employment Expenses				
Staff Amenities	\$826.36	0.2%	\$354.09	0.1%
Superannuation	\$6,562.69	1.5%	\$10,516.61	2.8%
Wages & Salaries	\$70,653.98	16.4%	\$113,632.06	30.5%
Apprentice Costs	\$1,349.74	0.3%	\$26,169.05	7.0%
Workers Compensation	\$1,938.05	0.4%	\$2,912.65	0.8%
WorkCover Levy	\$0.00	0.0%	-\$127.77	0.0%
Staff Training	\$95.45	0.0%	\$415.15	0.1%
Telephone & Internet	\$1,812.49	0.4%	\$2,465.21	0.7%
Security	\$708.00	0.2%	\$1,024.92	0.3%
Waste Disposal	\$1,733.48	0.4%	\$1,476.40	0.4%
Electricity	\$13,625.13	3.2%	\$14,724.09	4.0%
Gas	\$1,876.08	0.4%	\$1,984.24	0.5%
Total Expenses	\$188,586.30	43.7%	\$274,444.88	73.7%
Operating Profit	\$122,821.89	28.5%	-\$3,440.58	(0.9)%
Other Income				
Proceeds from sale of land	\$0.00	0.0%	\$50,000.00	13.4%
Total Other Income	\$0.00	0.0%	\$50,000.00	13.4%
Total Other Expenses	\$0.00	0.0%	\$0.00	0.0%
Net Profit/(Loss)	\$122,821.89	28.5%	\$46,559.42	12.5%

This report includes Year-End Adjustments.

Page 3 of 3

Created: 26/10/2020 11:55 AM

Salisbury Bowling Club Inc.
Orange Avenue
Salisbury SA 5108

Profit & Loss Statement

September 2020

Income	
Membership Subscriptions	
Full Membership	\$4,790.95
Non-Pennant Social Membership	\$432.27
New Bowler membership	\$253.64
Restricted Membership	\$50.00
Life Membership	\$45.45
Club Shirts	\$200.01
Hire of Facilities	\$300.00
Total Membership Subscriptions	\$6,072.32
Bar Receipts	
Beer	\$5,855.05
Wine	\$1,032.71
Spirits	\$479.99
Soft Drinks	\$770.93
Snacks	\$152.72
Merchandise	\$135.45
EFTPOS & EFTPOS Cash Out	\$1,116.50
Total Bar Receipts	\$9,543.35
Catering Receipts	
Thursday Night meals	\$87.45
Catering for Functions	\$255.45
Coffee Machine Income	\$676.46
Total Catering Receipts	\$1,019.36
Bowls Income	
Social Bowls	\$316.36
Night Owls	\$575.45
Indoor Bowls	\$545.46
Tournaments	\$1,101.64
Total Bowls Income	\$2,538.91
Fundraising & Raffles	
Raffles	\$798.17
Total Fundraising & Raffles	\$798.17
Sponsorship & Donations	
Sponsorship	\$1,363.64
Total Sponsorship & Donations	\$1,363.64
Total Income	\$21,335.75
Cost of Sales	
Capitation Costs	\$2,786.67
Membership Costs	\$54.55
Catering - General	\$192.18
Coffee Machine Supplies	\$584.80
Bar	
Bar - Beer	\$415.98
Bar - Wine	\$365.36
Bar - Spirits	\$293.53
Bar - Soft Drink	\$474.74
Bar - Snacks	\$18.18
Total Bar	\$1,567.79
Bowls Activities	

This report includes Year-End Adjustments.

Page 1 of 2

Created: 26/10/2020 11:55 AM

Salisbury Bowling Club Inc.
Orange Avenue
Salisbury SA 5108

Profit & Loss Statement

September 2020

Members Draw	\$127.27	
Total Bowls Activities		\$127.27
Club Shirts & Caps		\$1,183.00
Raffles & Fundraising		\$390.91
Night Owls Costs		\$60.00
Social Bowls Costs		\$145.00
Total Cost of Sales		\$7,092.17
Gross Profit		\$14,243.58
Expenses		
Accounting Fees		\$213.00
Bank Account Fees		-\$0.01
Bank Merchant Fees		\$65.36
Advertising & Notices		\$945.00
Clubhouse Supplies		\$184.07
Clubhouse - Repairs & Maint		\$334.80
Clubhouse Cleaning		\$1,139.00
Website Costs		\$62.68
Greenkeeping Supplies		\$1,134.00
Greenkeeping Repairs & Maint		\$2,101.52
Water Supply		\$584.60
Medical & First Aid Supplies		\$1,003.32
Insurance		\$731.75
Stationery & Printing		\$228.03
Rates & Taxes		\$2,933.25
Employment Expenses		
Superannuation	\$512.91	
Wages & Salaries	\$5,399.04	
Staff Training	\$40.00	
Telephone & Internet		\$163.62
Security		\$100.00
Waste Disposal		\$19.99
Electricity		\$669.94
Gas		\$405.61
Total Expenses		\$18,971.48
Operating Profit		-\$4,727.90
Other Income		
Govt Grants - Long Term		\$4,545.45
Covid 19 Funding		
Job Keeper Payment	\$4,500.00	
Total Other Income		\$9,045.45
Total Other Expenses		\$0.00
Net Profit/(Loss)		\$4,317.55

This report includes Year-End Adjustments.

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Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form



Submission date: 18 October 2020, 12:57PM

Receipt number: 26

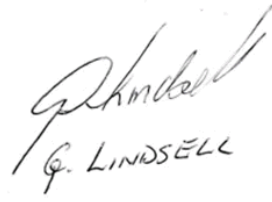
Related form version: 16

Question	Response
Mandatory Criteria	
Non Government, Incorporated community organisation or group?	Yes
Non incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not for profits Commission. DGR status must be maintained until such time as the Sports and Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application	No
The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.	Yes
The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports and Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name).	Yes
A copy of the previous years financial statements and the current financial statements showing any financial impact.	Yes

Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop	Yes
Eligibility and Funding Available	
Applicant Organisation Information	
Organisation Name	Salisbury City Band
Organisation Address	17 Wiltshire Street
Organisation Suburb	Salisbury
Organisation Postcode	5108
Prefix	Mr
Contact First Name	William
Contact Surname	Quick
Contact Title	Secretary
Contact Address	PO Box 316 Salisbury
Contact Suburb	Salisbury
Contact Postcode	5108
Contact Telephone	[REDACTED]
Contact Email	salisburycityband@gmail.com
Name of Person Responsible for the Grant	Adrian Allison
Title of Person Responsible for the Grant	Salisbury Brass Band Treasurer
a) Is The Organisation Incorporated?	Yes - Go to question (c)
Incorporated Organisation ASIC Registration Number	[REDACTED]
b) Is The Organisation Operated Under a Parent Organisation?	No - Go to question (c)
Parent Organisation Name	
Parent Organisation ASIC Registration Number	
c) Is The Organisation Community / Non-Profit	Yes
Is The Organisation Endorsed With Deductible Gift Recipient (DGR) Status by The Australian Taxation Office or Australian Charities And Not For Profits Commission?	No
Upload Deductible Gift Recipient Endorsement Evidence Here	
d) Is The Organisation Government Funded	No

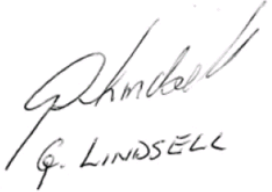

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e) Organisation Funding Source/s	Payment for Community Events supported Payments from RSL, Salisbury Council for events supported Members yearly subscription payments
f) Organisation Purpose	To provide Community Arts and Leisure Music, including representing the City of Salisbury and South Australian State and Intermittent National Banding competitions (when conducted in Adelaide). To provide band at community events, ie, including but not limited to the Salisbury Christmas Pageant, Salisbury RSL and the City of Adelaide Anzac Day commemorations, Harmony Week celebrations, Salisbury Food Festival Celebrations.
Evidence must be provided by way of meeting minutes that the Group / Organisation's Committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application. Please upload here	SCB Committee Minutes dated 7th of September 2020.docx
Please provide a copy of the previous years financial statements and the current financial statements showing any financial impact. Please upload here	2019 Financials SCB.xlsx
Please provide the Annual revenue of your Group / Organisation	\$10,014.08
Please provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments, loss of revenue, etc. Please upload here	Jobs Lost.msg
Full Bank / Credit Union Account Name	[REDACTED]
Financial Institution Name	[REDACTED]
Financial Institution Branch Location	[REDACTED]
GST Declaration	
Is Your Group / Organisation Registered For GST?	No
Does The Group Organisation Have an ABN?	Yes - Please quote the ABN below
If Your Organisation Has an ABN Enter it Here	[REDACTED]
I am providing my services as a private recreational pursuit or hobby	Yes

I am providing my services as an individual without a reasonable expectation of profit or gain	Yes
Group / Organisation	Salisbury Brass Band
Name / Position	Greg Lindsell (Chairman)
Declaration Where No ABN is Required Signature	 Uploaded signature image: G Lindsell Signature.PNG
Signature Date	15/10/2020
Why Funding is Required?	
Details of Why Funding is Required	Funding is requested to off set payments for required insurances to support community events and insurances to allow use of the Salisbury Institute for rehearsals and events by the band. As the band has had no performance revenue post 01-Februry-2020. These non-recoverable expenses required to be paid with no income to support.
Amount Requested	
Amount of Grant Funding Requested	\$1000
Upload Any Other Relevant Information to The Application	
Which Category Best Describes What You Are Applying For?	Any operating cost associated with the running of the club
Further Details	
Number of Members	28
Percent of Membership That Reside in The City of Salisbury	53
Item Cost 1 - Name And Amount (\$)	Insurance for Association & Officials Liability costing \$415.25
Item Cost 2 - Name And Amount (\$)	Insurance for Annual Public & Products Liability costing \$767.05

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Item Cost 3 - Name And Amount (\$)	
Item Cost 4 - Name And Amount (\$)	
Item Cost 5 - Name And Amount (\$)	
Item Cost 6 - Name And Amount (\$)	
Item Cost 7 - Name And Amount (\$)	
Item Cost 8 - Name And Amount (\$)	
Item Cost 9 - Name And Amount (\$)	
Item Cost 10 - Name And Amount (\$)	
Item Cost 11 - Name And Amount (\$)	
Item Cost 12 - Name And Amount (\$)	
Item Cost 13 - Name And Amount (\$)	
Item Cost 14 - Name And Amount (\$)	
Item Cost 15 - Name And Amount (\$)	
Itemised Cost TOTAL (Including GST) (\$)	
Quote Upload (If Applicable)	SCB Public Liability Invoice.pdf SCB Association Liability Invoice.pdf
Application Declaration	
I acknowledge that I am authorised to make this application on behalf of the Organisation.	Signer 1 Signer 2
I acknowledge that the information provided in this application is true and correct.	Signer 1 Signer 2
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury.	Signer 1 Signer 2
I acknowledge that, should this Application be successful in obtaining Sports & Community Clubs COVID-19 Recovery Support Package Grant funding, our Organisation will complete an acquittal if requested, as set out in the Acceptance of Sports & Community Grant.	Signer 1 Signer 2
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury may request further information.	Signer 1 Signer 2
On behalf of	Salisbury Brass Band
Signer 1 Name / Position	Greg Lindsell (Chairman) Mobile Phone number : XXXXXXXXXX

Signer 1 Signature	 <p>Uploaded signature image: G Lindsell Signature.PNG</p>
Signer 1 Signature Date	15/10/2020
Signer 2 Name / Position	Adrian Allison - Salisbury Brass Band Treasurer Mobile Phone number : [REDACTED]
Signer 2 Signature	 <p>Signature of Adrian Allison Hon. Treasurer Salisbury Brass Band [REDACTED]</p> <p>Uploaded signature image: Adrian Alison signature block.PNG</p>
Signer 2 Signature Date	18/10/2020



Salisbury City Band - Minutes of committee meeting

Held Monday the 7th of September 2020 at the Salisbury institute

Meeting opened: 19:40 hrs

Meeting closed: 20:15 hrs

Next committee meeting: Monday 10th of October 2020 at the Salisbury institute

Present: William Quick, Lynne Butters, Simon Douglas, Adrian Allison, Ken Ennis, Cliff Amor, Natalie Richardson

Apologies: Greg Lindsell

Minutes: Read from 3rd of August 2020

Moved by: Cliff Amor Seconded by: Simon Douglas **Accepted by all**

Business arising from previous minutes;

Correspondence:

Tabled by Will Quick

Moved by; Adrian Alison Seconded by; Cliff Amor **Accepted by all**

Financial statement:

Tabled by Adrian Allison

Moved by: Cliff Amor Seconded by: Will Quick **Accepted by all**

[REDACTED]

Fundraising and grants;

[Redacted text block]

The Salisbury Council Sports & Community Clubs COVID-19 Recovery Support Package Grant application was tabled for discussion and outcome recommendations and or endorsement by the committee were evaluated, the outcome is that the application is endorsed by the SCB committee.

[Redacted text block]

Jobs Lost 2020

21st March: Harmony Day

Loss = \$300

25th April ANZAC Day Events

Loss= \$250?

17th May: Mitcham Band Festival

Loss: \$200

24th May: Slow Melody Solos

Loss= Potentially \$500+

24th October: Food & Culture Festival

Loss= \$700

Salisbury City Band Treasurer's Report, as at 31/12/2019

1. Profit and Loss for FY 2019 to 31 Dec 2019

Closing Balance 31/12/18 \$17,016.94

Revenue

Membership Fees	\$	1,580.00
Perform Revenue	\$	3,186.70
Bank Interest	\$	217.83
Drinks Sales	\$	585.50
Fundraising	\$	2,458.05
Slow Melody Receipts	\$	601.00
60th Anniv Bar Takings		
Donations	\$	60.00
Quiz Night		
Sundry Receipts	\$	1,325.00
TOTAL	\$	10,014.08

Expenses

Practice Hall Hire	\$	2,128.00
Performance Costs	\$	304.64
Conductor's Fees	\$	2,000.00
Instrument Purchase	\$	714.02
Instrument Repair and	\$	272.00
Bank Fees	\$	1.60
Drinks	\$	227.10
Fundraising Expenses	\$	1,152.00
Slow Melody Expenses	\$	450.00
Band Reg & State Title:	\$	275.00
Uniform	\$	-
Insurance	\$	1,031.97
Quiz Night		
Sundry Expenses	\$	941.75
TOTAL	\$	9,498.08

NET PROFIT (LOSS) \$ 516.00

Closing balance as at 30/12/19 \$17,532.94

4. Bank account & Petty Cash Balances

S3 Access A/C	\$3,512.73
Bonus Saver A/C	\$ 13,955.11
Visa Card	\$ -
Petty Cash	\$ 65.10
Banking	\$ -

TOTAL	<u>\$ 17,532.94</u>
-------	---------------------



29-09-2020

<Date>

A Division of JLT Risk Solutions Pty Ltd
 (ABN 69 009 098 864)
 Level 1/148 Frome Street
 ADELAIDE SA 5000
 PO Box 1693
 Adelaide SA 5000
 Tel 1300 853 800
 Fax +61 (0)8) 235 6448
 Email insurance@lcis.com.au
 www.localcommunityinsurance.com.au

Salisbury City Band Inc
 C/- William Quick
 PO Box 316
 SALISBURY , SA 5108

Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

Invoice #	117918	Client Ref	001579
Our Ref	002981-14	Policy No	[REDACTED]
Class	Association & Officials Liability		
Insured	Salisbury City Band Inc		
Situation	Postcode: 5108, State: SA		
Insurer	[REDACTED]		
Inception	03-10-2020	To	03-10-2021 Renewal Policy
Payment Date	29-09-2020		

Premium	\$250.00
FSL/Levy	\$0.00
Fee	\$100.00
GST	\$35.00
Stamp Duty	\$30.25
Total Paid	\$415.25

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



ASSOCIATIONS & OFFICIALS LIABILITY INSURANCE - CERTIFICATE OF CURRENCY

Associations & Officials Liability

The policy will indemnify the Insured in respect of claims made against any Insured Party jointly or severally arising from any Wrongful Act committed by them in their capacity as Directors, Trustees, Officers, Employees or Committee Members of the Insured.

Limit of Liability: \$2,000,000 in the aggregate during the Period of Insurance

Insured(s): Salisbury City Band Inc

ABN Details: 51 174 952 203

Period of Cover: 03-10-2020 to 03-10-2021

Policy No: [REDACTED]

SPECIAL NOTE:
THIS IS A CLAIMS MADE POLICY.

CLAIMS MADE POLICIES ONLY RESPOND TO CLAIMS MADE DURING THE POLICY PERIOD IRRESPECTIVE OF WHEN THE ACT OF NEGLIGENCE ACTUALLY OCCURRED

ONCE THE PERIOD OF INSURANCE HAS EXPIRED NO CLAIM CAN BE MADE ON THE POLICY UNLESS YOU ADVISED THE INSURER OF THE CLAIM, OR LIKELY CLAIM, AT SOME TIME DURING THE POLICY PERIOD.

POLICY WORDING AND CONDITIONS

Policy wording reference/version number QM694-0105 with endorsements as follows:

Page 3

Definition "You, your" is amended to read as follows:

"You, your" - the Club, Association or Community Group named in the Certificate of Insurance issued by Local Community Insurance Services.

Page 4

Extensions

(d) Fines and penalties

We will indemnify you against any Penalty and Defence costs resulting from a Claim by a Regulatory authority for a Wrongful breach which would otherwise be excluded by reason of the exclusion for any fine or penalty or punitive, exemplary or aggravated damages in paragraph (a) of the definition 'Loss' where the Claim is first made on You and notified in writing to us in the period of insurance.

Provided always that we will not be liable to indemnify you in respect of any Penalty or Defence costs in respect of any such Claim arising directly or indirectly from or which is based upon, attributable to, or in consequence of any:

- (a) dishonest, wilful, intentional or deliberate Wrongful breach; or
- (b) wilful, intentional or deliberate failure to comply with any lawful notice, direction, enforcement action or proceeding under any Act; or
- (c) your gross negligence or recklessness; or
- (d) requirement to pay taxes, rates, duties, levies, charges, fees or any other revenue or impost.

Penalty means any monetary sum payable by you to any regulatory authority pursuant to a Wrongful breach by you but excluding:

- (a) any amounts payable as compensation
- (b) any compliance, remedial, reparation or restitution costs
- (c) any damages, including but not limited to any exemplary or punitive damages
- (d) any consequential economic loss
- (e) any amounts uninsurable under the law pursuant to which this Policy is construed
- (f) any legal costs and associated expenses of the Regulatory authority



<Date>

Salisbury City Band Inc
 C/- William Quick
 PO Box 316
 SALISBURY , SA 5108

29-09-2020

A Division of JLT Risk Solutions Pty Ltd
 (ABN 69 009 098 864)
 Level 1/148 Frome Street
 ADELAIDE SA 5000
 PO Box 1693
 Adelaide SA 5000
 Tel 1300 853 800
 Fax +61 (0)8) 235 6448
 Email insurance@lcis.com.au
 www.localcommunityinsurance.com.au

Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

Invoice #	117917	Client Ref	001579
Our Ref	002980-14	Policy No	[REDACTED]
Class	Annual Public & Products Liability		
Insured	Salisbury City Band Inc		
Situation	Postcode: 5108, State: SA		
Insurer	QBE Insurance (Australia) Ltd		
Inception	03-10-2020	To	03-10-2021 Renewal Policy
Payment Date	29-09-2020		

Premium	\$529.12
FSL/Levy	\$0.00
Fee	\$110.00
GST	\$63.91
Stamp Duty	\$64.02
Total Paid	\$767.05

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



PUBLIC & PRODUCTS LIABILITY INSURANCE - CERTIFICATE OF CURRENCY

LIMIT OF LIABILITY: Public \$20,000,000 any one event
Products \$20,000,000 in the aggregate any one year

NAME OF INSURED: Salisbury City Band Inc

INTERESTED PARTY:

ABN DETAILS: 51 174 952 203

PERIOD OF COVER: 03-10-2020 to 03-10-2021

POLICY NO: [REDACTED]

SITUATION: Worldwide (excluding USA & Canada)

COVER: Policy provides indemnity up to the limit of liability against all sums which the Insured becomes legally liable to pay by way of compensation in respect of bodily injury &/or property damage resulting from an occurrence happening in connection with The Business.

Excess: \$100 (property damage claims only)

Special Conditions <Special Conditions>

SPECIAL NOTE:
THIS POLICY DOES NOT COVER YOU AS ORGANISERS OF FETES, PARADES, MARCHES OR OTHER SPECIAL EVENTS WHERE A LARGE CONCENTRATION OF PEOPLE ARE EXPECTED.

PLEASE REFER ACTIVITIES OF THIS NATURE TO LOCAL COMMUNITY INSURANCE SERVICES.

EXTENSIONS:

- Liability of members included as volunteers of Insured
- Actions of coaches/instructors/trainers
- Car Parking Liability
- Joint Insured (also known as Cross Liability clause)
- Property in the physical or legal control of the Insured (Limit - \$250,000 Excess \$100)

ENDORSEMENTS: Refer section below ATTACHING TO AND FORMING PART OF POLICY ATA A172000 PLB

INSURER: QBE Insurance (Australia) Limited

POLICY BENEFITS: As Per Key Underwriting Broadform Liability Policy QM6195-0719. Subject to clauses noted in the LCIS Liability Endorsement Document and as per the policy wording

ATTACHING TO AND FORMING PART OF POLICY AS ATA 172000 PLB

ENDORSEMENTS:

LCIS01 DEFINITIONS

2.21. You, Your or Insured (c) is amended to read as follows:

Any director, executive officer, Employee, voluntary unpaid worker which includes committee members, office holders, managers of You but only while acting within the scope of their duties in such capacity.

EXCLUSIONS:

LCIS02 AMENDMENT TO PROFESSIONAL LIABILITY EXCLUSION

3. EXCLUSIONS at 3.15 Professional Liability

Page 12

Exclusion 3.15. Professional Liability amended to read as follows:

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form



Submission date: 20 October 2020, 12:16PM

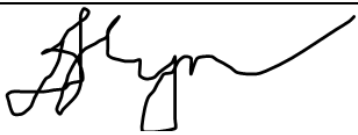
Receipt number: 59

Related form version: 16

Question	Response
Mandatory Criteria	
Non Government, Incorporated community organisation or group?	Yes
Non incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not for profits Commission. DGR status must be maintained until such time as the Sports and Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application	Yes
The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.	Yes
The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports and Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name).	Yes
A copy of the previous years financial statements and the current financial statements showing any financial impact.	Yes



Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop	Yes
Eligibility and Funding Available	
Applicant Organisation Information	
Organisation Name	Salisbury West Sports Club
Organisation Address	Londonderry Avenue
Organisation Suburb	Salisbury Downs
Organisation Postcode	5108
Prefix	Ms
Contact First Name	Debbie
Contact Surname	Flynn
Contact Title	Treasurer
Contact Address	[REDACTED]
Contact Suburb	[REDACTED]
Contact Postcode	[REDACTED]
Contact Telephone	[REDACTED]
Contact Email	[REDACTED]
Name of Person Responsible for the Grant	Paul Vella
Title of Person Responsible for the Grant	Chairperson
a) Is The Organisation Incorporated?	Yes - Go to question (c)
Incorporated Organisation ASIC Registration Number	[REDACTED]
b) Is The Organisation Operated Under a Parent Organisation?	No - Go to question (c)
Parent Organisation Name	
Parent Organisation ASIC Registration Number	
c) Is The Organisation Community / Non-Profit	Yes
Is The Organisation Endorsed With Deductible Gift Recipient (DGR) Status by The Australian Taxation Office or Australian Charities And Not For Profits Commission?	No
Upload Deductible Gift Recipient Endorsement Evidence Here	
d) Is The Organisation Government Funded	No
e) Organisation Funding Source/s	
f) Organisation Purpose	Kitchen upgrade

2 of 5

Evidence must be provided by way of meeting minutes that the Group / Organisation's Committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application. Please upload here	SWSC minutes 13th Oct 2020.docx
Please provide a copy of the previous years financial statements and the current financial statements showing any financial impact. Please upload here	Salisbury West Sports Club Inc - Profit and Loss 2019 Calender Year.pdf download (2).pdf
Please provide the Annual revenue of your Group / Organisation	64109
Please provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments, loss of revenue, etc. Please upload here	S_West_Sports_Club_Inc_-_Profit_and_Loss (1).pdf
Full Bank / Credit Union Account Name	[REDACTED]
Financial Institution Name	[REDACTED]
Financial Institution Branch Location	[REDACTED]
GST Declaration	
Is Your Group / Organisation Registered For GST?	Yes
Does The Group Organisation Have an ABN?	Yes - Please quote the ABN below
If Your Organisation Has an ABN Enter it Here	[REDACTED]
I am providing my services as a private recreational pursuit or hobby	No
I am providing my services as an individual without a reasonable expectation of profit or gain	Yes
Group / Organisation	
Name / Position	Debbie Flynn / Treasurer
Declaration Where No ABN is Required Signature	 Link to signature
Signature Date	15/10/2020
Why Funding is Required?	
Details of Why Funding is Required	Kitchen upgrade as we are needing a new oven for all sub clubs to benefit from and possibly sub club equipment
Amount Requested	

3 of 5

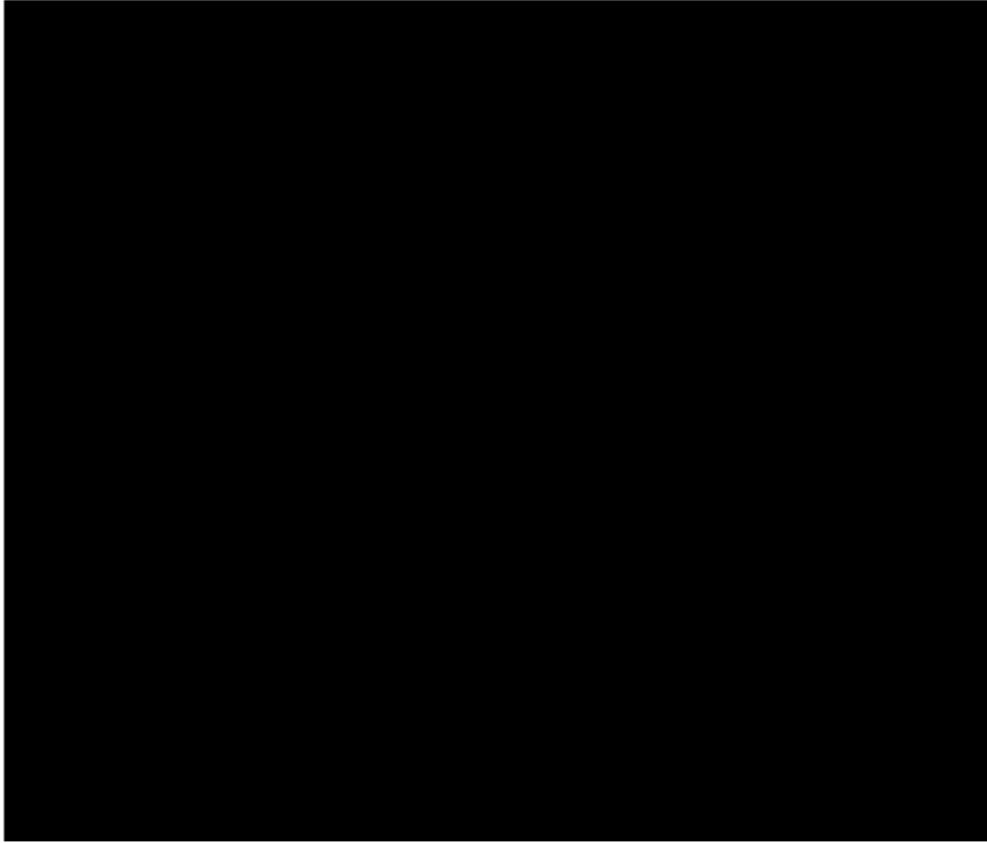
Amount of Grant Funding Requested	5000
Upload Any Other Relevant Information to The Application	
Which Category Best Describes What You Are Applying For?	Equipment to improve hygiene practices Equipment required to commence competition or program run by the club Any other cost associated with the impact of COVID-19
Further Details	
Number of Members	170
Percent of Membership That Reside in The City of Salisbury	90-100%
Item Cost 1 - Name And Amount (\$)	Turbofan E32D4 Full Size Tray Digital Electric Convection Oven \$4676
Item Cost 2 - Name And Amount (\$)	Sports Equipment (Soccer, softball, 8 ball table upgrade) \$1500
Item Cost 3 - Name And Amount (\$)	
Item Cost 4 - Name And Amount (\$)	
Item Cost 5 - Name And Amount (\$)	
Item Cost 6 - Name And Amount (\$)	
Item Cost 7 - Name And Amount (\$)	
Item Cost 8 - Name And Amount (\$)	
Item Cost 9 - Name And Amount (\$)	
Item Cost 10 - Name And Amount (\$)	
Item Cost 11 - Name And Amount (\$)	
Item Cost 12 - Name And Amount (\$)	
Item Cost 13 - Name And Amount (\$)	
Item Cost 14 - Name And Amount (\$)	
Item Cost 15 - Name And Amount (\$)	
Itemised Cost TOTAL (Including GST) (\$)	
Quote Upload (If Applicable)	
Application Declaration	
I acknowledge that I am authorised to make this application on behalf of the Organisation.	Signer 1 Signer 2
I acknowledge that the information provided in this application is true and correct.	Signer 1 Signer 2
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury.	Signer 1 Signer 2

I acknowledge that, should this Application be successful in obtaining Sports & Community Clubs COVID-19 Recovery Support Package Grant funding, our Organisation will complete an acquittal if requested, as set out in the Acceptance of Sports & Community Grant.	Signer 1 Signer 2
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury may request further information.	Signer 1 Signer 2
On behalf of	Salisbury West Sports Club
Signer 1 Name / Position	Debbie Flynn / Treasurer
Signer 1 Signature	 Link to signature
Signer 1 Signature Date	15/10/2020
Signer 2 Name / Position	Paul Vella / Chair Person
Signer 2 Signature	 Link to signature
Signer 2 Signature Date	15/10/2020

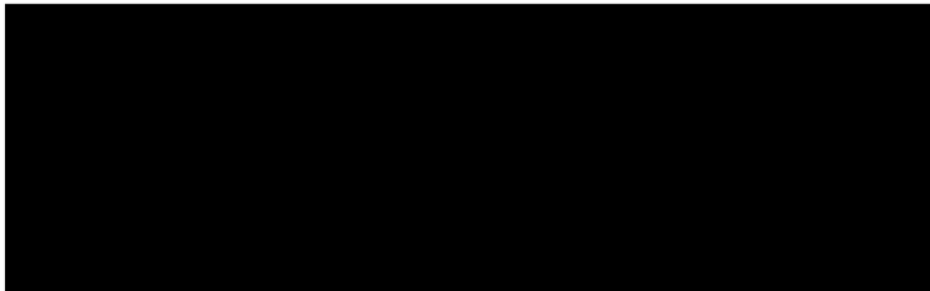
Executive Meeting Minutes 13th Oct 2020

Present: Paul Vella, Craig Oxenham, Deb Flynn,

Loren Rowntree. Started 6.50



5. Covid grant \$5,000. Sports club to apply. Deb to action.





ASIC

Australian Securities & Investments Commission

Association

SALISBURY WEST SPORTS CLUB INCORPORATED



Association Summary	
Name:	SALISBURY WEST SPORTS CLUB INCORPORATED
ABN:	
Registration Number:	[REDACTED]
Registered State:	South Australia
Registration Date:	12/09/2002
Status:	Registered
Type:	Associations
Regulator:	Office of Consumer & Business Affairs, South Australia

13/10/2020 AEST 20:33:36

1

Profit and Loss

Salisbury West Sports Club Inc 1 January 2019 to 31 December 2019

	31 Dec 19
Income	
Bar Sales	218,297
Bingo Income	409
Cans & Bottle Income	1,232
Canteen Sales	16,192
Eightball Tables	323
Gaming Machine Receipts	122,926
Hall Hire Income	455
Membership Fees	1,109
Other Revenue	5,323
Raffle Income	3,432
Vending Machine Receipts	5,574
Total Income	375,271
Less Cost of Sales	
Bar Purchases	103,234
Canteen Purchases	10,392
Canteen Volunteer Costs	4,959
Entertainment - Bands etc	5,038
Gaming Government Tax	1,980
Gaming Machine Monitor Fees	7,159
Gaming Machine Operations	960
Gaming Machine Payouts	64,867
Total Cost of Sales	198,590
Gross Profit	176,681
Plus Other Income	
Interest Income	1
Total Other Income	1
Less Operating Expenses	
8 Ball Expenses	291
Accounting and Auditing Fees	11,143
Bank Fees	2,022
Building Additions & Equipment <\$300	2,099
Christmas Party Costs	7
Equipment Hire	(182)
General Consumerables Expenses	457
Insurance	2,473
Interest Expense	10
Licenses, Permits and Fees	1,402
Light, Power, Heating	19,715
Members Draw	920
Office and small item Expenses	1,506
Other Clubs	5,041

Profit and Loss

	31 Dec 19
Poker Tournaments	19,327
Postage	63
Printing & Stationery	321
Raffle and HotSeat Payouts	536
Rent and Rates - Salisbury City Council	11,981
Repairs and Maintenance/Cleaning	24,003
Security Services	683
Staff Training	280
Subscriptions	4,971
Superannuation	8,263
SWFC Grants Given	4,711
Telephone & Internet	2,171
Wages and Salaries	104,942
Workcover Insurance	2,195
Total Operating Expenses	231,350
Net Profit	(54,668)

Profit and Loss

S West Sports Club Inc 1 January 2020 to 30 November 2020

	30 Nov 20
Income	
Bar Sales	99,993
Cans & Bottle Income	1,161
Canteen Sales	18,356
Covid 19 supplement	6,814
Eightball Tables	2,286
Gaming Machine Receipts	25,964
Government Grants	10,182
Membership Fees	1,150
Other Revenue	34,060
Raffle Income	3,586
Vending Machine Receipts	1,698
Total Income	205,250
Less Cost of Sales	
Bar Purchases	46,402
Bar Volunteer Costs	630
Canteen Purchases	12,030
Canteen Volunteer Costs	2,961
Entertainment - Bands etc	591
Gaming Government Tax	(1,258)
Gaming Machine Monitor Fees	1,904
Gaming Machine Operations	(3,759)
Gaming Machine Payouts	17,352
Vending Machine Refills	(122)
Total Cost of Sales	76,732
Gross Profit	128,519
Plus Other Income	
Interest Income	4
Total Other Income	4
Less Operating Expenses	
Bank Fees	1,096
Bookkeeping	4,182
Insurance	3,462
Interest Expense	19
Licenses, Permits and Fees	1,033
Light, Power, Heating	10,935
Members Draw	540
Office and small item Expenses	930
Other Clubs	10,827
Poker Tournaments	5,545
Postage	561
Printing & Stationery	10

Profit and Loss

	30 Nov 20
Raffle and HotSeat Payouts	1,161
Rent and Rates - Salisbury City Council	728
Repairs and Maintenance/Cleaning	4,574
Security Services	2,718
Subscriptions	2,869
Superannuation	4,908
Telephone & Internet	799
Wages and Salaries	60,254
Workcover Insurance	2,372
Total Operating Expenses	119,522
Net Profit	9,000

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form



Submission date: 11 November 2020, 3:54PM

Receipt number: 61

Related form version: 16

Question	Response
Mandatory Criteria	
Non Government, Incorporated community organisation or group?	Yes
Non incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not for profits Commission. DGR status must be maintained until such time as the Sports and Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application	Yes
The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.	Yes
The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports and Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name).	Yes
A copy of the previous years financial statements and the current financial statements showing any financial impact.	Yes

Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop	Yes
Eligibility and Funding Available	
Applicant Organisation Information	
Organisation Name	Pooraka Farm Community Centre
Organisation Address	126 Henderson ave
Organisation Suburb	Pooraka
Organisation Postcode	5095
Prefix	Ms
Contact First Name	Heather
Contact Surname	Hewitt
Contact Title	Community Development Co-ordinator
Contact Address	126 Henderson Ave
Contact Suburb	Pooraka
Contact Postcode	5095
Contact Telephone	[REDACTED]
Contact Email	hhewitt@salisbury.sa.gov.au
Name of Person Responsible for the Grant	Elouise VanGenderen
Title of Person Responsible for the Grant	Treasurer
a) Is The Organisation Incorporated?	Yes - Go to question (c)
Incorporated Organisation ASIC Registration Number	[REDACTED]
b) Is The Organisation Operated Under a Parent Organisation?	No - Go to question (c)
Parent Organisation Name	
Parent Organisation ASIC Registration Number	
c) Is The Organisation Community / Non-Profit	Yes
Is The Organisation Endorsed With Deductible Gift Recipient (DGR) Status by The Australian Taxation Office or Australian Charities And Not For Profits Commission?	No
Upload Deductible Gift Recipient Endorsement Evidence Here	
d) Is The Organisation Government Funded	No

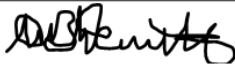

2 of 6

e) Organisation Funding Source/s	<p>Program Grants and support from state, local government, charities, private and Hall hire revenue Program fee income Partnerships</p>
f) Organisation Purpose	<p>2. OBJECTIVES</p> <p>The objectives of THE CENTRE shall be:</p> <p>2.1 To provide and encourage effective opportunities for members of the community to participate in a range of cultural, social, educational, active, passive, structured and non-structured, and other activities in and from THE CENTRE.</p> <p>2.2 To facilitate community participation and initiatives at all levels of planning and management of Centre activities.</p> <p>2.3 To provide facilities in which members of the community may devise and develop various forms of recreation, leisure, education, information, advocacy, and support services.</p> <p>2.4 To provide an atmosphere where race, gender, disability, income, age, employment status, religion, or philosophical views do not prejudice a person's eligibility for the use of THE CENTRE and its facilities, programs and services.</p> <p>2.5 To foster a sense of belonging to a caring community in which members are accepting and supporting of each other thus, endeavouring to provide opportunities, which will extend into their families and into the wider community.</p> <p>2.6 To enable and provide activities of a benevolent nature without discrimination, including support, practical assistance and relief for those people in the community who are economically, socially or culturally disadvantaged.</p> <p>2.7 To develop, promote and increase various forms of physical activities, including active recreation and leisure programs, while addressing the barriers that inhibit the community from being active.</p>

3 of 6

	2.8 To do all such other things as may be incidental to the attainment of such objectives.
Evidence must be provided by way of meeting minutes that the Group / Organisation's Committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application. Please upload here	PFCC Management Committee Meeting minutes 19th October 2020.pdf
Please provide a copy of the previous years financial statements and the current financial statements showing any financial impact. Please upload here	Pooraka Farm audited financial.pdf
Please provide the Annual revenue of your Group / Organisation	\$259000
Please provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments, loss of revenue, etc. Please upload here	PFCC Hires table comparison.pdf Scott Street Hires comparison.pdf
Full Bank / Credit Union Account Name	[REDACTED]
Financial Institution Name	[REDACTED]
Financial Institution Branch Location	[REDACTED]
GST Declaration	
Is Your Group / Organisation Registered For GST?	Yes
Does The Group Organisation Have an ABN?	Yes - Please quote the ABN below
If Your Organisation Has an ABN Enter it Here	[REDACTED]
I am providing my services as a private recreational pursuit or hobby	
I am providing my services as an individual without a reasonable expectation of profit or gain	
Group / Organisation	
Name / Position	
Declaration Where No ABN is Required Signature	
Signature Date	
Why Funding is Required?	

Details of Why Funding is Required	We have a had funding cuts from our major funders DIS Adult Community Education and loss of income from zero private hall hires from March 2020. We have a significant Insurance bill of \$7404.00 which would usually be covered by Hall hire fees
Amount Requested	
Amount of Grant Funding Requested	\$5000.00
Upload Any Other Relevant Information to The Application	
Which Category Best Describes What You Are Applying For?	Any operating cost associated with the running of the club
Further Details	
Number of Members	200
Percent of Membership That Reside in The City of Salisbury	90%
Item Cost 1 - Name And Amount (\$)	Insurance premium \$7453.85
Item Cost 2 - Name And Amount (\$)	
Item Cost 3 - Name And Amount (\$)	
Item Cost 4 - Name And Amount (\$)	
Item Cost 5 - Name And Amount (\$)	
Item Cost 6 - Name And Amount (\$)	
Item Cost 7 - Name And Amount (\$)	
Item Cost 8 - Name And Amount (\$)	
Item Cost 9 - Name And Amount (\$)	
Item Cost 10 - Name And Amount (\$)	
Item Cost 11 - Name And Amount (\$)	
Item Cost 12 - Name And Amount (\$)	
Item Cost 13 - Name And Amount (\$)	
Item Cost 14 - Name And Amount (\$)	
Item Cost 15 - Name And Amount (\$)	
Itemised Cost TOTAL (Including GST) (\$)	
Quote Upload (If Applicable)	Renewal Invitation 2020-09-23 16-02-21-140 (2).pdf
Application Declaration	
I acknowledge that I am authorised to make this application on behalf of the Organisation.	Signer 1 Signer 2
I acknowledge that the information provided in this application is true and correct.	Signer 1 Signer 2
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury.	Signer 1 Signer 2

I acknowledge that, should this Application be successful in obtaining Sports & Community Clubs COVID-19 Recovery Support Package Grant funding, our Organisation will complete an acquittal if requested, as set out in the Acceptance of Sports & Community Grant.	Signer 1 Signer 2
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury may request further information.	Signer 1 Signer 2
On behalf of	P:ooraka Farm Community Centre
Signer 1 Name / Position	Heather Hewitt Community Development Co-ordinator [REDACTED]
Signer 1 Signature	 Link to signature
Signer 1 Signature Date	10/11/2020
Signer 2 Name / Position	Elouise VanGenderen Treasurer ph [REDACTED]
Signer 2 Signature	 Uploaded signature image: elouise.png
Signer 2 Signature Date	12/11/2020

PFCC Management Committee Meeting Agenda to be Held Monday 19th October 2020

Welcome

We acknowledge that this land we meet on today is the traditional lands of the Kurna people and we respect their spiritual relationship with their country. We also acknowledge the contributions of Indigenous and non-Indigenous Australians to the inclusion and empowerment of all people in the country we live in and share together.

1. Present & Apologies

Present: Surama, Helen, Heather, Mackenzie, Dennis, Divya, Craig and Elouise.

[Redacted]

■ [Redacted]

[Redacted]

■ [Redacted]

[Redacted]

[Redacted]

4. Grants & Funding

[Redacted]

4.4. Council grants –committee endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant. Heather to apply for \$5000.00 to help with insurance and utility bills as income is down because of Covid. **ACTION:** Heather to apply for \$5000

[Redacted]

PFCC Hires

Month 2015	Dates Hired	Month 2016	Dates Hired	Month 2017	Dates Hired
January	10 th , 17 th	January	9 th	January	21 st , 28 th
February	14 th	February	6 th , 13 th	February	4 th , 11 th , 18 th , 25 th
March	7 th , 21 st	March	12 th	March	4 th , 11 th , 18 th
April	11 th , 18 th	April	2 nd , 9 th , 23 rd , 30 th	April	22 nd
May	9 th	May	7 th , 14 th	May	13 th , 20 th , 27 th
June	27 th	June	4 th , 11 th , 18 th	June	3 rd
July	Nil	July	2 nd , 9 th , 16 th	July	1 st , 29 th
August	8 th , 29 th	August	20 th , 27 th	August	5 th , 12 th
September	12 th , 19 th	September	3 rd , 10 th , 24 th	September	2 nd , 16 th , 23 rd
October	24 th	October	1 st , 15 th , 22 nd	October	21 st , 28 th
November	Nil	November	5 th , 12 th , 19 th	November	4 th , 11 th
December	Nil	December	10 th , 17 th	December	16 th
Total Hires	14		29		26

Month 2018	Dates Hired	Month 2019	Dates Hired	Month 2020	Dates Hired
January	20 th	January	Nil	January	18 th
February	24 th	February	9 th	February	15 th , 22 nd , 29 th
March	3 rd , 17 th , 24 th	March	Nil	March	Nil
April	21 st	April	20 th , 27 th	April	Nil
May	26 th	May	11 th , 18 th	May	Nil
June	2 nd , 9 th , 16 th , 23 rd , 30 th	June	1 st , 22 nd	June	Nil
July	7 th , 21 st	July	6 th , 13 th , 20 th , 27 th	July	Nil
August	4 th , 11 th , 18 th , 25 th	August	3 rd , 10 th	August	Nil
September	15 th , 22 nd	September	14 th	September	Nil
October	20 th , 27 th	October	19 th , 26 th	October	Nil
November	17 th , 24 th	November	2 nd , 9 th , 16 th , 23 rd	November	Nil
December	15 th	December	7 th , 14 th	December	Nil
Total Hires	25		22		4

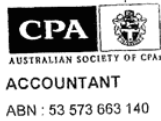
Hires for Pooraka Farm Hall down by 20 = Income deficit of \$6000.00

Scott Street Hires

Month 2015	Dates Hired	Month 2016	Dates Hired	Month 2017	Dates Hired
January	10 th , 17 th	January	16 th , 23 rd	January	28 th
February	14 th	February	Nil	February	4 th , 11 th
March	7 th , 21 st	March	Nil	March	Nil
April	11 th , 18 th	April	9 th	April	1 st , 22 nd
May	9 th	May	14 th	May	6 th , 13 th
June	27 th	June	25 th	June	Nil
July	Nil	July	23 rd	July	8 th , 29 th
August	8 th , 29 th	August	Nil	August	19 th , 26 th
September	12 th , 19 th	September	3 rd , 24 th	September	16 th , 23 rd
October	24 th	October	8 th , 29 th	October	21 st , 28 th
November	Nil	November	5 th , 26 th	November	4 th , 11 th
December	Nil	December	Nil	December	2 nd , 9 th , 16 th
Total Hires	14		12		20

Month 2018	Dates Hired	Month 2019	Dates Hired	Month 2020	Dates Hired
January	Nil	January	Nil	January	Nil
February	Nil	February	16 th , 23 rd	February	15 th , 29 th
March	10 th , 17 th , 31 st	March	9 th , 30 th	March	Nil
April	7 th , 28 th	April	6 th , 13 th	April	Nil
May	26 th	May	11 th	May	Nil
June	Nil	June	Nil	June	Nil
July	7 th , 14 th	July	Nil	July	Nil
August	11 th , 18 th	August	Nil	August	Nil
September	8 th , 15 th	September	7 th	September	Nil
October	6 th , 27 th	October	12 th , 19 th	October	Nil
November	10 th , 24 th	November	Nil	November	Nil
December	Nil	December	Nil	December	Nil
Total Hires	16		10		5

Pooraka Memorial Hall hire down by a minimum of 5 hires income deficit approx. \$2200.00



Ron Carey B.Ec. FCPA
50 Wright Street,
Renown Park SA 5008
Mobile 0412 863 083
Ph (08) 8346 1045 (h)

AUDITOR'S CERTIFICATION

I am an Approved Auditor (Certified Practising Accountant). In my opinion, the attached Audited Adult Community Education Financial Acquittal Report of Approved Funds and Funds paid for the financial year ended 30 June 2019 is properly drawn up in accordance with the SA Department for Innovation and Skills Funding Agreement with the Pooraka Farm Community Centre Inc., so as to give a true and fair view of the receipt and dispersal of the funds for the funded Period from 1 July 2018 to 30 June 2019, based on the Program ACE Triennial Program Extension 2018-2019 Contract ID CFTR 042. It includes Training components: Accredited Training, RTO Agreement, and Non-Accredited Training.

Auditor's Name:

Ronald James Carey B.Ec. FCPA.

Title:

Fellow of the Australian Society of Certified Practicing Accountants (no 596627)

ABN:

53 573 663 140

Address:

50 Wright Street Renown Park South Australia 5008

Contact telephone number:

Mobile 0412 863 083

Signature:

Date:

30 July 2019



ACCOUNTANT
ABN : 53 573 663 140

Ron Carey BEc. FCPA

50 Wright Street,
Renown Park SA 5008
Mobile 0412 863 083
Ph (08) 8346 1045 (h)

AUDITORS REPORT

Scope

I have audited the accounts of the Pooraka Farm Community Centre Inc. for the period 1 July 18 to 30 June 2019.

The Community Centre management committee is responsible for the presentation of the accounts and information contained therein. I have conducted an independent audit of the accounts in order to express an opinion on it. The audit has been conducted in accordance with accounting standards to provide a reasonable assurance as to whether the financial report is free of material misstatement.

The procedure included an examination, on a test basis, of evidence supporting the amounts and other disclosures in the accounts and the evaluation of accounting policies and estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the accounts are presented fairly in accordance with Australian accounting standards so as to present a view of the Pooraka Farm Community Centre Inc. operations.

In the course of my audit, I have employed normal audit procedures, which do not encompass a detailed verification of the individual items appearing in the Income and Expenditure Account of the Pooraka Farm Community Centre Inc. accounts.

However, I am satisfied that in my opinion the overall net result gives a true and fair view of the results of the Pooraka Farm Community Centre Inc. for the period under review.

Audit Opinion

In my opinion;

- (i) Accounting records have been well kept, in so far as appears from my examination of these books, including records of the;
 - (i) Sources and nature of the income; and,
 - (ii) Nature and purposes of the expenditure.
- (ii) The accounts and statements of the Operating Account have been drawn up so as to give a true and fair view of the:
 - (i) Financial affairs as at 30 June 2019;
 - (ii) Income and expenditure for the period.

Ronald James Carey BEc. FCPA
30 July 19

Created: 30/07/19 3:23pm

Pooraka Farm Community Centre Inc

126 Henderson Ave
POORAKA 5095

ABN: 76 297 479 378

Email: hhewitt@salisbury.sa.gov.au

Balance Sheet

As of June 2019

Assets	
Current Assets	
General Cheque Account	\$212,504.81
ING Business Optimiser	\$264,526.94
Petty Cash	\$300.00
Mens Shed Petty Cash	\$200.00
Accounts Receivable	\$21,455.85
Total Current Assets	\$498,987.60
Total Assets	\$498,987.60
Liabilities	
Hall & Key Bonds	\$9,110.30
GST Liabilities	
GST Collected	\$23,175.36
GST Paid	-\$2,676.71
Total GST Liabilities	\$20,498.65
Payroll Liabilities	
Payroll Accruals Payable	\$2,034.50
PAYG Withholding payable	\$2,446.00
Superannuation Payable	\$2,782.06
WorkCover Levy Due	\$3,475.08
Provision for LSL	\$20,980.60
Total Payroll Liabilities	\$31,718.24
Prov for P D/Employment Exp	\$15,660.19
Grants	
Aboriginal Literacy Grant	\$19,114.40
Workforce Transitions Project	\$5,388.78
F/Skills NA 2019-20	\$48,000.00
F/Skills Acc 2019-20	\$80,000.00
Other Funding	\$7,333.00
Community Centres SA	\$5,830.41
F/SKILLS ACC 2018-2019	\$1,532.86
Premier's Grant	\$4,460.00
F/SKILLS NA 2018-2019	\$17,556.46
COS Community Events	\$690.16
NAIDOC Grant	\$1,595.35
DCSI	\$17,757.66
Community Grant	\$4,870.35
Community Benefit SA	\$526.73
Total Grants	\$214,656.16
Community Benefit SA Grant	
Community Benefit Grant Income	\$49,840.34
Community Benefit Expenses	-\$49,829.74
Community Benefit Exp - no GST	-\$10.60
Total Community Benefit SA Grant	\$0.00
COS Community Grant	
COS Community Grant Income	\$2,500.00
COS Community Grant Expenses	-\$2,500.00
Total COS Community Grant	\$0.00
Total Liabilities	\$291,643.54
Net Assets	\$207,344.06

This report includes Year-End Adjustments.

Page 1 of 2

R S CAREY BEO. FCPA
30/7/2019

Created: 30/07/19 11:44am

Pooraka Farm Community Centre Inc

126 Henderson Ave
POORAKA 5095

ABN: 76 297 479 378

Email: hhewitt@salisbury.sa.gov.au


Balance Sheet

As of June 2019

Equity	
Retained Earnings	\$192,026.06
Current Earnings	\$15,318.00
Total Equity	\$207,344.06

This report includes Year-End Adjustments.

Page 2 of 2


R SCARBY BEC. FCPA.
30/7/2019

Created: 30/07/19 3:27pm

Pooraka Farm Community Centre Inc

126 Henderson Ave
POORAKA 5095

ABN: 76 297 479 378

Email: hhewitt@salisbury.sa.gov.au

Profit & Loss Statement

July 2018 To June 2019

Income	
Program Income	
Computing/Technology Classes	\$887.00
Cafe Friday	\$697.62
Mens Shed Income/Fees etc	\$3,437.98
Leadlighting	\$788.78
Other Programs/Workshops	\$518.50
Literacy/English Classes	\$4,069.25
Fitness/Zumba	\$4,656.20
Tai Chi	\$510.20
Yoga	\$4,720.00
Fabric of Life	\$479.56
Line Dancing	\$5,891.30
Total Program Income	\$26,656.39
Hall Hire Income	
Hall Hire - Community Hirers	\$31,072.68
Hall Hire - Private	\$16,631.95
Bonds Not Refunded	\$508.63
Total Hall Hire Income	\$48,213.26
Services Income	
Refreshments	\$539.38
Photocopying	\$42.03
Reception Income	\$179.00
Total Services Income	\$760.41
Other Income	
Reimbursements	\$1,356.36
Other Inc-Mens Shed Sales	\$1,676.70
Other Inc -Mens Shed Donation	\$500.00
Fundraising	\$60.00
ACE Foundation Skills	\$165,913.35
Other Grant/Project Income	\$15,484.87
Wage Support/Reimbursement	\$5,613.00
Sundry Income	\$171.01
Special Events Income	\$523.50
Total Other Income	\$191,298.79
Total Income	\$266,928.85
Cost Of Sales	
Program Costs	
Yoga Tutor	\$5,130.00
Fitness Tutor	\$1,580.00
Program Expenses	\$90.91
Total Program Costs	\$6,800.91
Hall Hire Expenses	
Booking Officer	\$390.00
Total Hall Hire Expenses	\$390.00
Total Cost Of Sales	\$7,190.91
Gross Profit	\$259,737.94
Expenses	
Admin Expenses	
Accounting/Audit fees	\$2,152.36

This report includes Year-End Adjustments.

Page 1 of 3

R J CAREY BEC. FCIPA
30/7/2019

Item 5.1.8 - Attachment 1 - Pooraka Farm Community Centre - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application

Created: 30/07/19 3:27pm

Pooraka Farm Community Centre Inc

126 Henderson Ave
POORAKA 5095

ABN: 76 297 479 378

Email: hhewitt@salisbury.sa.gov.au

Profit & Loss Statement

July 2018 To June 2019

Bank Fees	\$8.00	
Office Equipment/Furnishings	\$2,658.19	
Postage & Shipping/Freight	\$483.87	
Photo copying fees	\$1,722.75	
Total Admin Expenses		\$7,025.17
Program Expenses		
Program Expenses	\$31,100.75	
Creche	\$1,803.00	
Total Program Expenses		\$32,903.75
Centre Events		
Catering Expenses	\$5,435.65	
Special Events	\$7,625.49	
Total Centre Events		\$13,061.14
Volunteer Expenses		
Refreshments	\$1,120.25	
Volunteer Gifts	\$1,000.00	
Volunteer Support	\$1,199.36	
Travel/Parking fees	\$20.18	
Management Committee Exp	\$3,170.99	
Sundry Expenses	\$461.93	
Total Volunteer Expenses		\$6,972.71
Services		
Gas	\$2,855.56	
Electricity	\$8,046.46	
Total Services		\$10,902.02
Centre Expenses		
Advertising/Promotion	\$3,404.41	
Insurance	\$7,463.18	
Printing & Stationery	\$4,832.00	
Contract Cleaning	\$17,892.90	
Carpet/Surface Cleaning	\$495.00	
Cleaning Materials	\$52.38	
Hygiene Services	\$623.81	
Hygiene Materials	\$892.99	
Repairs/ Maintenance/Materials	\$1,377.82	
Consumables	\$642.85	
Publications/Subs/Memberships	\$1,446.49	
Shed Materials/Equipment	\$422.45	
Total Centre Expenses		\$39,546.28
Employment Expenses		
Wages & Salaries	\$121,421.24	
WorkCover	\$3,045.65	
Superannuation	\$11,178.60	
Professional Dev/Training	\$2,592.90	
Staff/Volunteer Training	\$199.44	
Total Employment Expenses		\$138,437.83
Total Expenses		\$248,848.90
Operating Profit		\$10,889.04
Other Income		
Interest Income		\$4,428.96

This report includes Year-End Adjustments.

Page 2 of 3

*RS CAREY BE.FCP
30/7/2019*

Created: 30/07/19 3:27pm

Pooraka Farm Community Centre Inc

126 Henderson Ave
POORAKA 5095

ABN: 76 297 479 378

Email: hhewitt@salisbury.sa.gov.au


Profit & Loss Statement

July 2018 To June 2019

Total Other Income	\$4,428.96
Net Profit/(Loss)	\$15,318.00

This report includes Year-End Adjustments.

Page 3 of 3


R-S CARGY BEC. FCPA
30/7/2019.

Renewal Invitation & Policy Schedule Not For Profit Business Insurance

Association Membership Number: Please provide within 30 days

Pooraka Farm Community Centre Inc
126 Henderson Avenue
POORAKA SA 5095

23 September 2020

Please note; your Policy wording or Product Disclosure Statement, together with the Schedule and any Addendum, form Your contract of insurance with Us.

Dear Sir/Madam

Thank you for being a Guild Insurance customer. Your policy is now due for renewal and expires at 4:00pm on 12/10/2020. We enclose your renewal invitation, so you can have the confidence of knowing we've got you covered.

All the details of your policy are contained in this schedule: policy summary, policy cover detail, important notices and Addendum. Please file this with your current policy documents. On payment, these documents will form your Not For Profit Business Insurance Contract.

The Infectious and/or Transmissible Disease General Exclusion has been refreshed to maintain reference to Commonwealth legislation that determines excluded infectious and human diseases. For further details, refer section titled Infectious and/or Transmissible Diseases Amendment under heading "Changes to your standard Cover".

Please review the information contained in your attached Policy Schedule and Addendum. If your noted details or circumstances have changed, please let us know as you have a duty to disclose those changes to us.

Your next steps

It's important that you now do the following:

- 1. Read and check your Renewal Invitation** – make sure everything is correct and the cover taken by you meets your needs.
- 2. Read and check your Addendum** – it is important that this information is correct as we rely on it to determine your premium and the terms on which we insure you. If you find any information that is incorrect, please call us immediately.
- 3. Read and check all Important Notices** – there is an important notice enclosed which outlines changes in your policy wording. It is important that you read this information, and if you wish to discuss the information disclosed within, please call us immediately.

As you are paying by the month your policy will automatically rollover and you will continue to be covered for another year.

Take control of your insurance

You now have the freedom to manage your own account with our online account management service **Policy hub**. You will be able to view your policy details, update your personal information, select your communication preferences and make payments - even switch between annual payments and our free pay by the month facility. To register, visit guildinsurance.com.au/policyhub

Guild Insurance Limited • Locked Bag 32010 Collins Street East VIC 8003 • ABN 55 004 538 863 • AFS Licence No. 233791



POLICY NUMBER

P00130024

CLIENT NUMBER

A0152543

TOTAL PREMIUM

\$7,453.58*

PAY MONTHLY

MONTHLY PAYMENT DATE

15th of each month

or the next business day

INITIAL PAYMENT

\$621.16*

MONTHLY PREMIUM

\$621.16*

Monthly payments will vary slightly depending on the number of days in the month. However, all monthly payments will equal the Total Premium.

*Includes all applicable charges

This document will be a Tax Invoice for GST once premium payment is received.

For more information contact us on

1800 810 213

guildinsurance.com.au

Sports and Community Clubs COVID-19 Recovery Support Package Grant Application Form



Submission date: 25 November 2020, 2:16PM

Receipt number: 65

Related form version: 16

Question	Response
Mandatory Criteria	
Non Government, Incorporated community organisation or group?	Yes
Non incorporated organisations endorsed with Deductible Gift Recipient (DGR) status by the Australian Taxation Office or Australian Charities and Not for profits Commission. DGR status must be maintained until such time as the Sports and Community Clubs COVID-19 Recovery Support Package grant is acquitted and evidence must be provided with the Sports & Community Clubs COVID-19 Recovery Support Package grant application	No
The group/organisation must be established as a legally constituted incorporated organisation or can demonstrate they are auspiced by an incorporated organisation who will take legal and financial responsibility for any grant monies received from the City of Salisbury.	Yes
The organisation or group must hold a current bank account in South Australia in its name (i.e. the name of the organisation or group applying for the Sports and Community Clubs COVID-19 Recovery Support Package grant must have their bank account in the same name).	Yes
A copy of the previous years financial statements and the current financial statements showing any financial impact.	Yes



Can provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments even though revenue has dropped, or loss of revenue, for example cessation of competition that has seen membership fees or canteen/bar revenue drop	Yes
Eligibility and Funding Available	
Applicant Organisation Information	
Organisation Name	Gleeson Football Club
Organisation Address	Quinlivan Rd
Organisation Suburb	Pooraka
Organisation Postcode	5095
Prefix	Mr
Contact First Name	Daniel
Contact Surname	Marcuccio
Contact Title	Treasurer
Contact Address	[REDACTED]
Contact Suburb	[REDACTED]
Contact Postcode	[REDACTED]
Contact Telephone	[REDACTED]
Contact Email	[REDACTED]
Name of Person Responsible for the Grant	Daniel Marcuccio
Title of Person Responsible for the Grant	Treasurer
a) Is The Organisation Incorporated?	Yes - Go to question (c)
Incorporated Organisation ASIC Registration Number	[REDACTED]
b) Is The Organisation Operated Under a Parent Organisation?	No - Go to question (c)
Parent Organisation Name	
Parent Organisation ASIC Registration Number	
c) Is The Organisation Community / Non-Profit	Yes
Is The Organisation Endorsed With Deductible Gift Recipient (DGR) Status by The Australian Taxation Office or Australian Charities And Not For Profits Commission?	No
Upload Deductible Gift Recipient Endorsement Evidence Here	
d) Is The Organisation Government Funded	No
e) Organisation Funding Source/s	
f) Organisation Purpose	

2 of 5

Evidence must be provided by way of meeting minutes that the Group / Organisation's Committee has endorsed submission of the Sports & Community Clubs COVID-19 Recovery Support Package Grant Application. Please upload here	AGM-2020-Minutes.docx
Please provide a copy of the previous years financial statements and the current financial statements showing any financial impact. Please upload here	Gleeson FC FY2017 - Financial Results.xlsx Gleeson FC FY2018 - Financial Results.xlsx Gleeson FC FY2019 - Financial Results.xlsx Gleeson FC FY2020 - Financial Results.xlsx
Please provide the Annual revenue of your Group / Organisation	\$48,862 (4 year average - FY17 to FY20)
Please provide evidence that the application for grant funding is associated with the club experiencing financial difficulties associated with the impact of COVID-19 through either increased expenditure, inability to reduce a cost, eg rental payments, loss of revenue, etc. Please upload here	Gleeson FC FY2020 - Lost Revenue_Events.xlsx
Full Bank / Credit Union Account Name	[REDACTED]
Financial Institution Name	[REDACTED]
Financial Institution Branch Location	[REDACTED]
GST Declaration	
Is Your Group / Organisation Registered For GST?	No
Does The Group Organisation Have an ABN?	Yes - Please quote the ABN below
If Your Organisation Has an ABN Enter it Here	[REDACTED]
I am providing my services as a private recreational pursuit or hobby	
I am providing my services as an individual without a reasonable expectation of profit or gain	
Group / Organisation	
Name / Position	
Declaration Where No ABN is Required	
Signature	
Signature Date	
Why Funding is Required?	
Details of Why Funding is Required	Loss of Revenue due to the cancelling of fundraising events - no fundraising events were held during the year due to COVID restrictions
Amount Requested	
Amount of Grant Funding Requested	\$5,000
Upload Any Other Relevant Information to The Application	

3 of 5

Which Category Best Describes What You Are Applying For?	Any other cost associated with the impact of COVID-19
Further Details	
Number of Members	60
Percent of Membership That Reside in The City of Salisbury	25%
Item Cost 1 - Name And Amount (\$)	
Item Cost 2 - Name And Amount (\$)	
Item Cost 3 - Name And Amount (\$)	
Item Cost 4 - Name And Amount (\$)	
Item Cost 5 - Name And Amount (\$)	
Item Cost 6 - Name And Amount (\$)	
Item Cost 7 - Name And Amount (\$)	
Item Cost 8 - Name And Amount (\$)	
Item Cost 9 - Name And Amount (\$)	
Item Cost 10 - Name And Amount (\$)	
Item Cost 11 - Name And Amount (\$)	
Item Cost 12 - Name And Amount (\$)	
Item Cost 13 - Name And Amount (\$)	
Item Cost 14 - Name And Amount (\$)	
Item Cost 15 - Name And Amount (\$)	
Itemised Cost TOTAL (Including GST) (\$)	
Quote Upload (If Applicable)	
Application Declaration	
I acknowledge that I am authorised to make this application on behalf of the Organisation.	Signer 1 Signer 2
I acknowledge that the information provided in this application is true and correct.	Signer 1 Signer 2
I acknowledge that our Organisation may be required to supply further information prior to consideration of this application by the City of Salisbury.	Signer 1 Signer 2
I acknowledge that, should this Application be successful in obtaining Sports & Community Clubs COVID-19 Recovery Support Package Grant funding, our Organisation will complete an acquittal if requested, as set out in the Acceptance of Sports & Community Grant.	Signer 1 Signer 2
I acknowledge that any changes in circumstances with regard to this Application must be notified in writing and the City of Salisbury may request further information.	Signer 1 Signer 2
On behalf of	Gleeson Football Club
Signer 1 Name / Position	Daniel Marcuccio / Treasurer / XXXXXXXXXX

Signer 1 Signature	 Link to signature
Signer 1 Signature Date	25/11/2020
Signer 2 Name / Position	Michael Romeo / President / [REDACTED]
Signer 2 Signature	 Link to signature
Signer 2 Signature Date	25/11/2020

Gleeson Football Club Annual General Meeting 2020

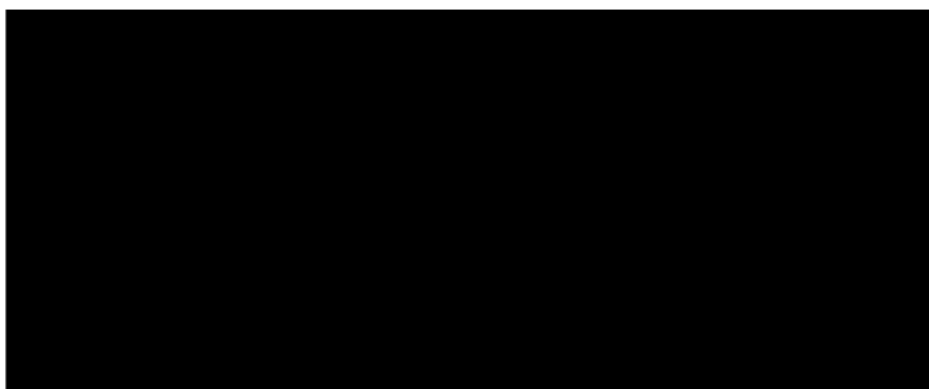
Attendees: Mick Romeo, Daniel Marcuccio, Matt Mylrea, David Altamura, Michael De Leo, Anton De Leo, Lucas Fazzini, John Mezzini



Apologies: Peter Annese, Andrew Witts

Minutes





5. Any other business

- o Committee agreed to progress application for Salisbury Grant club re-boot program to cover lost event fundraising income

- o [Redacted]

6. Close of meeting

Gleeson FC Cash Flow - 01 Nov 2016 to 30 Oct 2017

Column	Revenue	Expense	Result
Advertising & Promotion	\$ -	\$ 154.00	-\$ 154.00
Bank Charges	\$ -	\$ 2.00	-\$ 2.00
Bin Rental	\$ -	\$ 760.09	-\$ 760.09
Donations	\$ 550.00	\$ -	\$ 550.00
Electricity	\$ -	\$ 483.94	-\$ 483.94
Events - EOST	\$ 6,235.24	\$ 6,235.24	\$ -
Events - FIFA Night	\$ 1,035.00	\$ 91.40	\$ 943.60
Events - Poker Night	\$ 2,080.00	\$ 1,200.00	\$ 880.00
Events - Presentation Night	\$ 2,415.00	\$ 3,742.07	-\$ 1,327.07
Events - Public BBQ	\$ 714.80	\$ 435.65	\$ 279.15
Events - Quiz Night	\$ 3,550.00	\$ 2,162.28	\$ 1,387.72
Government Grant	\$ 5,000.00	\$ -	\$ 5,000.00
Insurance	\$ -	\$ 1,690.00	-\$ 1,690.00
Match Officials	\$ -	\$ 2,070.00	-\$ 2,070.00
Merchandise	\$ 1,390.00	\$ 9,315.83	-\$ 7,925.83
Mobile Phone	\$ -	\$ 617.58	-\$ 617.58
Player Registration Fees	\$ 10,470.00	\$ -	\$ 10,470.00
Pooraka Hall	\$ -	\$ 1,600.00	-\$ 1,600.00
Postage	\$ -	\$ 124.00	-\$ 124.00
Purchases - Equipment/General	\$ -	\$ 1,234.71	-\$ 1,234.71
Purchases - Food/Drink	\$ -	\$ 9,086.56	-\$ 9,086.56
Refunds	\$ 260.00	\$ -	\$ 260.00
Rent	\$ -	\$ 5,050.00	-\$ 5,050.00
SAASL	\$ -	\$ 2,930.00	-\$ 2,930.00
Sponsorship	\$ 8,715.67	\$ -	\$ 8,715.67
Sundry	\$ 128.66	\$ 120.00	\$ 8.66
Takings - Training / Game Day	\$ 9,768.40	\$ -	\$ 9,768.40
Result - 2016/2017	\$ 52,312.77	\$ 49,105.35	\$ 3,207.42

Gleeson FC Cash Flow - 01 Nov 2017 to 31 Oct 2018

Column	Revenue	Expense	Result
Accounting Fees	\$ -	\$ 587.00	-\$ 587.00
Advertising & Promotion	\$ -	\$ 77.00	-\$ 77.00
Bin Rental	\$ -	\$ 329.90	-\$ 329.90
Electricity	\$ -	\$ 1,198.07	-\$ 1,198.07
Events - EOSt	\$ 2,770.00	\$ 1,930.45	\$ 839.55
Events - FIFA Night	\$ 841.00	\$ 176.46	\$ 664.54
Events - Quiz Night	\$ -	\$ -	\$ -
Events - Pizza/Pasta Night	\$ -	\$ 36.17	-\$ 36.17
Events - Poker Night	\$ 3,716.70	\$ 1,980.00	\$ 1,736.70
Events - Presentation Night	\$ 2,549.78	\$ 5,518.08	-\$ 2,968.30
Events - Public BBQ	\$ 2,674.25	\$ 958.41	\$ 1,715.84
Events - Sloppy Sunday	\$ 140.00	\$ 308.95	-\$ 168.95
Events - World Cup Night	\$ 1,000.56	\$ 355.00	\$ 645.56
Fundraising - Lottery	\$ 1,320.00	\$ 560.00	\$ 760.00
Gas	\$ -	\$ 148.15	-\$ 148.15
Government Grant	\$ 5,370.00	\$ -	\$ 5,370.00
Insurance	\$ -	\$ -	\$ -
Interest Received	\$ 36.81	\$ -	\$ 36.81
Maintenance	\$ -	\$ 50.00	-\$ 50.00
Match Officials	\$ -	\$ 2,480.00	-\$ 2,480.00
Merchandise	\$ 415.00	\$ 1,824.00	-\$ 1,409.00
Mobile Phone	\$ -	\$ 296.53	-\$ 296.53
Player Registration Fees	\$ 7,905.55	\$ -	\$ 7,905.55
Pooraka Hall	\$ -	\$ 990.00	-\$ 990.00
Postage	\$ -	\$ 127.00	-\$ 127.00
Purchases - Equipment/General	\$ -	\$ 2,285.17	-\$ 2,285.17
Purchases - Food/Drink	\$ -	\$ 10,436.30	-\$ 10,436.30
Refunds	\$ 100.60	\$ 165.00	-\$ 64.40
Rent	\$ -	\$ 5,050.00	-\$ 5,050.00
SAASL	\$ -	\$ 711.92	-\$ 711.92
Sponsorship	\$ 8,329.25	\$ -	\$ 8,329.25
Sundry Non-GST Payments	\$ 120.00	\$ 120.00	\$ -
Takings - Training / Game Day	\$ 9,536.29	\$ -	\$ 9,536.29
Result - 2017-2018	\$ 46,825.79	\$ 38,699.56	\$ 8,126.23

Gleeson FC Cash Flow - 01 Nov 2018 to 31 Oct 2019

Column	Revenue	Expense	Result
Advertising & Promotion	\$ -	\$ 154.00	-\$ 154.00
Bank Charges	\$ -	\$ 403.89	-\$ 403.89
Bin Rental	\$ -	\$ 901.23	-\$ 901.23
Electricity	\$ -	\$ 3,197.05	-\$ 3,197.05
Events - EOST	\$ 6,420.00	\$ 7,312.15	-\$ 892.15
Events - FIFA Night	\$ 1,228.50	\$ 218.10	\$ 1,010.40
Events - Poker Night	\$ 2,838.00	\$ 2,301.65	\$ 536.35
Events - Presentation Night	\$ 4,645.00	\$ 6,878.37	-\$ 2,233.37
Events - Public BBQ	\$ 520.50	\$ 305.42	\$ 215.08
Events - Shirt Auction	\$ 1,096.00	\$ -	\$ 1,096.00
Events - Sloppy Sunday	\$ 135.00	\$ 180.00	-\$ 45.00
Fundraising - Lottery	\$ 620.00	\$ 720.00	-\$ 100.00
Gas	\$ -	\$ 174.87	-\$ 174.87
Government Grant	\$ 4,000.00	\$ -	\$ 4,000.00
Insurance	\$ -	\$ 1,440.00	-\$ 1,440.00
Interest Received	\$ 32.83	\$ -	\$ 32.83
Maintenance	\$ -	\$ 60.00	-\$ 60.00
Match Officials	\$ -	\$ 3,280.00	-\$ 3,280.00
Merchandise	\$ 2,380.00	\$ 1,830.70	\$ 549.30
Mobile Phone	\$ -	\$ -	\$ -
Player Registration Fees	\$ 11,670.00	\$ -	\$ 11,670.00
Postage	\$ -	\$ 147.05	-\$ 147.05
Purchases - Equipment	\$ -	\$ 6,548.57	-\$ 6,548.57
Purchases - General	\$ -	\$ 1,263.96	-\$ 1,263.96
Rent / Ground Hire	\$ -	\$ 6,172.00	-\$ 6,172.00
SAASL	\$ -	\$ 555.00	-\$ 555.00
Sponsorship	\$ 7,596.64	\$ -	\$ 7,596.64
Sundry	\$ 130.00	\$ 130.00	\$ -
Takings - Training / Game Day	\$ 14,842.67	\$ 13,282.74	\$ 1,559.93
Wages & Salaries	\$ -	\$ 3,516.65	-\$ 3,516.65
Result - 2018-2019	\$ 58,155.14	\$ 60,973.40	-\$ 2,818.26

Item 5.1.9 - Attachment 1 - Gleeson Football Club - Sport and Community Clubs COVID-19 Recovery Support Package Grant Application

Gleeson FC Cash Flow - 01 Nov 2019 to 31 Oct 2020

Column	Revenue	Expense	Result
Accounting Fees	\$ -	\$ 528.00	-\$ 528.00
Advertising & Promotion	\$ -	\$ 202.00	-\$ 202.00
Bank Charges	\$ -	\$ 237.56	-\$ 237.56
Bin Rental	\$ -	\$ 957.37	-\$ 957.37
Donations	\$ 800.00	\$ -	\$ 800.00
Events - Champions Night	\$ 1,156.00	\$ 400.00	\$ 756.00
Events - EOST	\$ -	\$ -	\$ -
Events - Euro 2020	\$ -	\$ -	\$ -
Events - FIFA Night	\$ -	\$ -	\$ -
Events - Poker Night	\$ -	\$ -	\$ -
Events - Presentation Night	\$ 4,335.00	\$ 5,842.85	-\$ 1,507.85
Events - Public BBQ	\$ -	\$ -	\$ -
Events - Shirt Auction	\$ -	\$ -	\$ -
Events - Sloppy Sunday	\$ -	\$ -	\$ -
Fundraising - Lottery	\$ 740.00	\$ -	\$ 740.00
Government Grant	\$ -	\$ -	\$ -
Insurance	\$ -	\$ -	\$ -
Interest Received	\$ 19.64	\$ -	\$ 19.64
Maintenance	\$ -	\$ -	\$ -
Match Officials	\$ -	\$ 440.00	-\$ 440.00
Merchandise	\$ 2,334.50	\$ 2,035.00	\$ 299.50
Mobile Phone	\$ -	\$ -	\$ -
Player Registration Fees	\$ 8,190.00	\$ 75.00	\$ 8,115.00
Postage	\$ -	\$ 134.00	-\$ 134.00
Purchases - Equipment	\$ -	\$ 3,351.85	-\$ 3,351.85
Purchases - General	\$ -	\$ 29.97	-\$ 29.97
Rent / Ground Hire	\$ -	\$ 1,831.50	-\$ 1,831.50
SAASL	\$ -	\$ 200.72	-\$ 200.72
Sponsorship	\$ 9,500.00	\$ -	\$ 9,500.00
Sundry	\$ 130.00	\$ 130.00	\$ -
Takings - Bottle / Can Recycle	\$ 475.00	\$ -	\$ 475.00
Takings - Training / Game Day	\$ 10,472.56	\$ 8,755.82	\$ 1,716.74
Utilities - Electricity	\$ -	\$ -	\$ -
Utilities - Gas	\$ -	\$ -	\$ -
Wages & Salaries	\$ -	\$ 1,177.21	-\$ 1,177.21
Result - 2019-2020	\$ 38,152.70	\$ 26,328.85	\$ 11,823.85

Lost Revenue Review - Events 2020						
Column	FY17	FY18	FY19	Average	FY20	Lost Revenue
Events - FIFA Night	\$ 1,035.00	\$ 841.00	\$ 1,228.50	\$ 1,034.83	\$ -	-\$ 1,034.83
Events - Poker Night	\$ 2,080.00	\$ 3,716.70	\$ 2,838.00	\$ 2,878.23	\$ -	-\$ 2,878.23
Events - Public BBQ	\$ 714.80	\$ 2,674.25	\$ 520.50	\$ 1,303.18	\$ -	-\$ 1,303.18
Average FY17-FY19	\$ 3,829.80	\$ 7,231.95	\$ 4,587.00	\$ 5,216.25	\$ -	-\$ 5,216.25

City of Salisbury - Minor Capital Works Grant Program



Submission date: 9 November 2020, 8:18PM

Receipt number: MCWGP24

Related form version: 24

Question	Response
Application Form	
Organisation Information	
Name of the Club / Organisation:	Saint Augustines Soccer Club Incorporated
Club Incorporation Number OR ASIC Registration Number:	A4798
Australian Business Number (ABN):	44968115652
Facility Name:	Saint Augustines Soccer Club
Facility Address:	Malinya Drive Salisbury Park 5109
Postal Address:	PO Box 622 Salisbury 5108
Person Responsible for the Grant:	Ric Gladwin
Role/Position within Club:	Chairman
Contact Email:	[REDACTED]
Contact Mobile:	[REDACTED]
Club Membership	
Male - Junior	90
Female - Junior	20
Social - Junior	0
Male - Senior	0
Female - Senior	0
Social - Senior	0
Total Membership:	110
Please provide membership numbers for the previous 3 seasons:	2017 = 56, 2018 = 68, 2019 = 80
Funding Category	
Category A – up to \$50,000 Clubs that meet one of the following may apply for Category A funding:	have a current lease or sub-lease of a Council owned building; or
Category B – up to \$25,000	
Which category of funding is being applied for?	Category A - up to \$50,000
Have you sought, or intend to seek funds from another source for this project?	Yes

1 of 4

City of Salisbury - Minor Capital Works Grant Program Application

If yes, please list the source/s and amount/s requested:	Pending the total cost for each portion of the works, the club will finance a portion of the works from it's own funds, to achieve the completion of one or all of the portions of the works.
About the Project	
Name of Project:	Saint Augustines Soccer Club - Minor Capital Works
What does the project involve?	The project involves 2 portions of work, which are outlined in the attached scope of works. They are as follows, 1) Construction of an equipment storage shed, 2) Upgrade of the outdoor veranda lighting. Item 1 is the most important on the list, as the club is in desperate need of some extra space, to allow full utilization of the club rooms again.
Are there any time constraints for the project?	There are no major time constraints with the project, as the works would not significantly impact on the players training or game areas. In saying this, the works would ideally take place during the off season.
Why is the project needed?	With the 2020 season being my first as chairman, I have noticed an increase in female players being interested in soccer and coming to the club. The current club room layout is using the female change rooms as an equipment store room and the rear store as addition storage for the BBQ and bins etc. My plan is to grow the club each year, by a minimum of 1 team per year being the new U6 team, and retain all existing teams, therefore have at least 1 team per age group in the coming years. With this growth and the increase of females, we urgently need the use of the 2 change rooms. This is a potential safety issue and by building a new storage shed, we can re-utilize the rooms in the club for the intended purposes.
How will the project increase participation opportunities for sport and recreation?	This project will allow the separate use of male and female change rooms, which will certainly be a requirement as some of our younger girls come up through the age groups. With out this, I believe that some of them may have concerns with the current facilities. I am an advocate for promoting equal opportunity for participants in all areas of sports and currently we don't have the facilities to support this.



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City of Salisbury - Minor Capital Works Grant Program Application

How will the project increase inclusive opportunities for diverse people in the community and how does the project address Universal Design Principles?	My plan for the club long term, would be to improve the whole of the facilities through a major capital works grant, in which we could implement universal design principles. If we can think of this project as 'phase 1', it will create enough space for us to work towards this in the future. As we are in a central location, close by to schools and in a growing diverse population area, there is a large amount of growth potential for the club, which needs to be supported by 'up to date' facilities.
Apart from your organisation and its members, are there any other groups within the community that will benefit from the project?	No
Please indicate which group/s and how they will benefit:	At present, Saint Augustines Soccer Club is the single user of the club rooms.
Budget Information	
Total Project Cost	42178
Club/Organisation's Contribution	0
Other grants / funds secured	0
MCWGP Amount Requested:	42178
Can the proposed works proceed if the full amount requested is not provided?	Yes
Please upload a copy of the completed MCWGP Project Budget Form:	mcwgp_budget_template_2019-20.xlsx
Quote 1	Saint Augustines Soccer club - revised scope and price - Mykra.pdf
Quote 2	PBS Quote JN4436.pdf
Quote 3	T4198 Bill of Quantities Revision B 301020 - Camco.pdf
Essential Documentation	
Provide a Certificate of Incorporation demonstrating not-for-profit status	Saints ASIC.pdf
Provide a signed copy of committee minutes endorsing the project, authorising an application to the MCW Grants Program and documenting the authorised project contact	Saint Augustines - Committee meeting minutes - 20.10.2020.pdf
Club/organisation's most recent annual financial statement certified by the President /Treasurer or audited by a qualified accountant as presented at an AGM	Profit and Loss 300620.pdf Balance Sheet 300620.pdf
Where applicable supply evidence of cash support (e.g. recent bank statement)	
A copy of building works drawings or concept plans for the project	St Augustines soccer club - Scope of Works - Rev A.pdf

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City of Salisbury - Minor Capital Works Grant Program Application

Provide photos that clearly demonstrate why the works are needed	Change room 1.jpg Change room 2.jpg Clubrooms.JPG
Where applicable provide letters of support for the project from each of the user groups	
Where applicable provide a letter/email from the head lessee supporting the application	
Please upload any further information / documentation	
Terms and Conditions of Funding	
Application Declaration	
On behalf of (Club/Organisation)	Saint Augustines Soccer Club
Name & Position (President/Chairperson)	Ric Gladwin - Chairperson
Date of Signature	09/11/2020
Signature 1	 Link to signature
Name & Position (Representative 2)	Josh Claridge - Vice Chairperson
Date of application	09/11/2020
Signature 2	 Link to signature
	We agree to abide by the terms and conditions of funding I declare that I am authorised to complete this application on behalf of the applying community organisation and that the information contained in this application to the City of Salisbury's Minor Capital Works Grant Program is accurate at the date of submission, and that the application is eligible for consideration under the guidelines and specifications of the program. Further we accept the terms and conditions upon which funding for this project is offered.

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MYKRA PTY LTD
7 THAMES AVE
KLEMZIG SA 5087
P 08 8261 8600
F 08 8261 9988
E admin@mykra.com.au



30th October 2020

Liz Sokolovic
Project Manager
Infrastructure Delivery
City of Salisbury
Salisbury SA 5106

Dear Liz

Saint Augustines Soccer Club
Quotation

We are pleased to submit our quotation for the above project. Outlined below is information required to accurately evaluate our tender. If any items are unclear or requires further explanation, we would be pleased to offer clarification in this regard.

Documents/Activities

Please note the following documentation and/or activities we have used to prepare our quotation for this project:

1. St Augustines soccer club - Scope of Works
2. 11395 Wildwood Reserve Irrigation
3. As-Built WGA200462-DR-EE-0001-B (3).pdf St Augustine Soccer club
4. CCE07102020_00000
5. FVP4LED-P
6. St Augustine,s Bore Logs
7. wildwood shed loc
8. INSERT SPECIFICATION DESCRIPTION
9. Site visit dated 11am - 23rd September 2020

We also note the receipt of the following Addenda / Clarifications received during the tender period.

1. INSERT CONVERSATION / scope was changed at site visit

Scope of Works

- Safe documentation and SWMS.
- Council approval Application (Between 6 – 8 weeks for approval).
- Site set up. Temporary fencing and signage.
- Services location of work area.
- Mark out for shed location.
- Remove and dispose of grass and soil for shed installation.
- Isolate and move existing sprinklers to new location to allow for shed install.
- Supply and install new Shed 9 Meters long x 6.05 Meters wide x 3.05 Meters High (3 Meter Carport included).
- New shed to have roller door and 1 x PA door.



- Roofing, guttering, doors and accessories.
- Colorbond roofing grade sheets to suit in Corrugated profile.
- Colorbond walling sheets in Lo-Rib profile.
- Colorbond gutters – PVC Downpipes to suit.
- 1 x Colorbond Roller door – 4 meters wide manual control.
- With lock latch on roller door for padlock.
- 1 x Double skinned sureguard access door.
- Security screws on cladding.
- Supply and install approx. 54m2 of new concrete for shed and path.
- Connect new down pipes into existing.
- Load centre DB to be installed in the shed with 1 x lighting circuit and 1 x power circuit.
- 1 x double GPO adjacent load centre.
- 6 x LED battens to the internal of shed, on own switch inside shed.
- 2 x vandal proof LED battens installed under garaport, on own switch inside shed.
- 6 x vandal proof LED battens underneath existing veranda, on own switch inside clubrooms.
- Supply and install 8 new bunnings Shelves as shown below
- Leave site clean and tidy.
- Site walk through and handover.

Rack It 1000KG 1200mm Wide 4 Wire Shelf Unit



\$358.40

Price correct as at Fri 16 Oct 2020 2:27:12
This is an indicative price only

1340mm W x 1830mm H x 640mm D



Clarifications and Assumptions

We have not allowed for the following:

1. Handling or removal of any contaminated materials.
2. Removal of any asbestos materials.
3. Labour costs have been calculated for work to be completed during normal business hours.

BREAKDOWN	SUBTOTAL EXCL GST	GST	TOTAL INCL GST
New Shed	\$ 14,771.00	\$ 1,477.10	\$ 16,248.10
Electrical	\$ 5,870.00	\$ 587.00	\$ 6,457.00
Concrete	\$ 9,680.00	\$ 968.00	\$ 10,648.00
Irrigation	\$ 899.00	\$ 89.90	\$ 988.90
Shelving and install	\$ 5,465.00	\$ 546.50	\$ 6,011.50
Stormwater plumbing	\$ 1,659.00	\$ 165.90	\$ 1,824.90
SUBTOTAL	\$ 38,344.00		
GST	\$ 3,834.40		
TOTAL	\$ 42,178.40		

Pricing

Price for this project	\$	38,344.00
GST	\$	3,834.40
Total price including GST	\$	42,178.40

** This quotation remains firm for 60 days from date of issue **

Summary

Thank you for the opportunity to submit our offer and we look forward to discussing your project further should we be successful.

Yours sincerely
MYKRA PTY LTD

Guy Wightman
Senior Project Supervisor
guyw@mykra.com.au
0429 670 070



QUOTATION

Thursday 29 October 2020

ATTENTION: Steven Sgoutas
 City of Salisbury
 34 Church Street
 Salisbury SA 5108

Dear Steven Sgoutas,

RE: New Equipment Shed & Lighting Upgrade

Scope of Works

From our site visit and information provided by you, we have allowed for the following scope of works:

- 6M long x 6M wide x 3M high 'Colorbond' shed, colour TBA. All iron will be fixed with security screws.
- Full length roller door to the elevation facing the soccer pitch
- 1 x PA door that is double skinned which is on the elevation facing the clubrooms
- 3M roof extension facing the soccer pitch
- Concrete floor, including under the roof extension. There will also be a 1m apron beyond the perimeter of the shed.
- Services location has been allowed for
- Relocation of any irrigation required
- Raise up existing pits if required and finish level with new concrete slab
- 3 tier racking installed along the internal rear and right hand side of the shed (as nominated)
- Distribution Board to be installed in the shed with 1 x lighting circuit and 1 x power circuit.
- 1 x double GPO adjacent new distribution board
- 6 x LED light fittings to the internal of shed
- 2 x vandal proof LED battens (as nominated) to roof extension of the new shed
- 6 x vandal proof LED battens (as nominated) to the existing verandah
- All works to be conducted with normal working hours
- All works to comply with Australian Standards and the NCC
- All works to be conducted using correct safety, SWMS/JSA's and appropriate supervision
- Leave the site clean and tidy
- CITB Levy has been allowed for

COST FOR THIS PROJECT	\$48,788.37
GST	\$4,878.84
TOTAL COST INC GST	\$53,667.21

This quotation remains firm for 30 days from date of issue

PREMIER BUILDING SOLUTIONS (SA) PTY LTD | ABN 80 615 631 715 | BLD 278 128
 PO BOX 128, UNLEY SA 5061 | P: 1300 010 638 | E: INFO@PBSSA.COM.AU
PBSSA.COM.AU



Kind Regards,

Ray O'Connor | Managing Director
Premier Building Solutions (SA) Pty Ltd
ray@pbssa.com.au
0434 545 373



PREMIER BUILDING SOLUTIONS (SA) PTY LTD | ABN 80 615 631 715 | BLD 278 128
PO BOX 128, UNLEY SA 5061 | P: 1300 010 638 | E: INFO@PBSSA.COM.AU
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Bill of Quantities

Saint Augustines Soccer Club Upgrades
City of Salisbury

Tender Revision B 30/10/2020



ITEM	DESCRIPTION	UNIT	QTY	RATE	TENDER AMOUNT	SECTION TOTAL
1.0	NEW EQUIPMENT SHED					
1.1	Preliminaries	item	1	6,033.50	6,033.50	
1.2	Excavate and prepare for concrete pad	m2	70	46.75	3,272.50	
1.3	Construct concrete pad, incl base	m2	70	195.26	13,668.01	
1.4	Supply and install new shed, incl garaport	item	1	13,201.84	13,201.84	
1.5	Supply and install shelving racking in shed	ea	2	1,474.00	2,948.00	
1.6	Electrical works	item	1	3,333.00	3,333.00	
	Section Total				-	42,456.85
2.0	FIRST AIR ROOM/OFFICE FIT OUT					
2.1	Preliminaries	item	1	165.00	165.00	
2.2	Convert store room to first aid room	item	1	5,610.00	5,610.00	
2.3	Seal and line walls and ceiling with gyprock	item	1	6,435.00	6,435.00	
2.4	Air conditioning works	item	1	3,850.00	3,850.00	
2.5	Electrical works	item	1	1,947.00	1,947.00	
	Section Total				-	18,007.00
3.0	EXISTING VERANDAH LIGHTING					
3.1	Electrical works	item	1	1,826.00	1,826.00	
	Section Total				-	1,826.00
4.0	COACHES/INTERCHANGE BOXES					
4.1	Preliminaries	item	1	275.00	275.00	
4.2	Excavate and prepare for concrete pad	m2	16	73.33	1,173.33	
4.3	Construct concrete pad, incl base	m2	16	186.46	2,983.32	
4.4	Supply and install coach boxes	ea	2	9,706.40	19,412.80	
	Section Total				-	23,844.45
ntp	NETT TENDER PRICE				86,134.30	86,134.30
lgap	1% LGAP MANAGEMENT FEE				not applicable	
GST	10% GST				8,613.43	
ctif l	CITF Levy (inc. GST)				by council	
ttp	TOTAL TENDER PRICE			= \$	94,747.73	

QUALIFICATIONS:

1. This quote is valid for 60 days from the date of submission
2. No allowance for excavation or disposal of rock.
3. No allowance for service authority fees and charges.
4. No allowance to relocate existing services.
5. No allowance to dispose of contaminated fill.
6. No allowance to remove or dispose of asbestos.

TENDER DOCUMENTS:

Specification:

Scope of Works - Minor Capital Works

Bill of Quantities

Saint Augustines Soccer Club Upgrades
City of Salisbury

Tender Revision B 30/10/2020



ITEM	DESCRIPTION	UNIT	QTY	RATE	TENDER AMOUNT	SECTION TOTAL
	Electrical specification for vandal lighting					
	Drawings:					
	Aerial mock up of services					
	Irrigation plan					
	Aerial shed location					
	Post Tender:					
	Post tender correspondence received 26th October 2020.					

Camco (SA) Pty Ltd
 Doc. Ref.: FRM-PM-021a
 Date Issued: 10/07/2019
 Review Date: 10/07/2021