

**APPLICANT'S DETAILS**

<b>NOTE</b>	An Organisation, Group, Person or other entity is <b>limited to one donation or grant</b> in any financial year.
<b>NOTE</b>	Refer to Orange City Council's "Donations and Grants" Strategic Policy (ST029) to understand whether you are eligible for financial assistance from Council.

<b>Name of organisation, group or person seeking funding</b>	
<b>Address</b>	
<b>NOTE</b> - Person must be a resident of the Orange LGA or entity must have a registered office in the Orange LGA or can illustrate how funds raised will be spent locally to benefit Orange residents specifically	
<b>Postal Address (if different from above)</b>	
<b>Name and position of the contact person</b>	
<b>Name</b>	
<b>Position</b>	
<b>Phone (BH)</b>	<b>Phone (AH)</b>
<b>Phone (M)</b>	
<b>E-mail</b>	
<b>What is the legal status of your organisation?</b> (eg Incorporated, Association, etc.) If not for profit please attach evidence - such as charter/constitution showing no personal gain will be available to members, charitable status advice or a statutory declaration	
<b>Is your group / organisation registered for GST?</b>	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>ABN (if applicable)</b>	<b>ACN (if applicable)</b>

<b>BANK ACCOUNT DETAILS for payment</b>	
<b>BSB No</b>	<b>Account No</b>
<b>Account Name</b>	
<b>Bank</b>	



**PROFIT of NON-FOR-PROFIT**
**Profit or Non-for-Profit**

- Profit
- Non-for-Profit
- Constitution, tax ruling or other document confirming not-for-profit status is attached

**EVENT COSTS AND DONATION REQUEST**
**Event Costs**
**Total Event Cost (ex GST)**
 Please attach evidence of how this was calculated

\$

**Amount seeking from Council in cash (ex GST)**

\$

**Are you seeking any in-kind support from Council? If so, please identify the services required**
**NB Reduction of hire fees is not an in-kind donation. It is another category of donations.**
**Your \$Contribution**
**What is the cash amount you/your organisation will be contributing (ex GST)?**

\$

**What, if any, is the in-kind amount you/your organisation will be contributing?**

\$

**EVENT SPONSORSHIP CATEGORY**
**Maximum amounts** will be determined by event duration, participation levels and the applicant's ability to raise funds during the event (eg, ticketed events):

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | <b>Small-sized event - up to \$2,500.00</b>  |
| <input type="checkbox"/> | <b>Medium-sized event - up to \$5,000</b><br>(limited ability for Council to approve more than four per year)                          |
| <input type="checkbox"/> | <b>Large-sized event (over 1,501 participants) - up to \$20,000</b><br>(limited ability for Council to approve more than one per year) |

**ALIGNMENT TO COUNCIL'S STRATEGIC COMMUNITY PLAN**  
**ALL APPLICANTS ARE TO COMPLETE THIS SECTION**

Council must align its expenditure to the directions in the Community Strategic Plan. Copies of the Plan are available at Council's offices, libraries and website ([www.orange.nsw.gov.au](http://www.orange.nsw.gov.au)). The Plan lists the directions and their associated strategies and objectives in detail. This document should be consulted to ensure that your application links to the appropriate element(s).

**Alignment with Council's Community Strategic Plan will substantially strengthen your application.**

Complete the following table by selecting the relevant sections Our City, Our Community, Our Economy or Our Environment and by then listing the relevant strategy number/s under the selected section/s.

<b>LIVE - A healthy, safe, inclusive and vibrant community</b>	
<input type="checkbox"/>	This theme recognises the importance of encouraging healthy lifestyles, community pride and a sense of belonging. This can be achieved by maintaining a safe, caring and connected community, with active community participation supported by enhanced cultural and recreational facilities and services that cater for all of our residents. The beautiful parks, gardens and natural assets of our City are amongst our most cherished assets and contribute to making Orange a desirable place to live, work and play.
Which strategies in the <b>LIVE</b> section of the CSP does your event support? <b>List the numbers of the strategies only.</b>	<b>List numbers</b>
<b>PRESERVE - Balancing the natural and built environment</b>	
<input type="checkbox"/>	This theme ensures that the unique natural, cultural, social and historical aspects of our community are preserved while recognising the need for growth and development. The community was strong in its desire to be more sustainable by promoting renewable energy, reducing waste and protecting our natural resources. There is also an expectation for infrastructure to support a growing City, with roads, footpaths, parking and a vibrant CBD seen as priorities.
Which strategies in the <b>PRESERVE</b> section of the CSP does your event support? <b>List the numbers of the strategies only.</b>	<b>List numbers</b>
<b>PROSPER - A smart, innovative and resilient economy</b>	
<input type="checkbox"/>	This theme focuses on providing the community with positive choices for investment, employment and study. It includes strengthening and diversifying our economy by targeting new and innovative industries, as well as fostering our existing strengths such as medical services, mining, local food and wine production and tourism. Orange residents are keen to see more engagement between Council, local business and industry and the education providers.
Which strategies in the <b>PROSPER</b> section of the CSP does your event support? <b>List the numbers of the strategies only.</b>	<b>List numbers</b>
<b>COLLABORATE - Leadership and partnership</b>	
<input type="checkbox"/>	This theme looks at forging a collaborative community that engages with open and ongoing decision making. Developing future leaders and supporting community groups to deliver services and programs were identified as priorities during the consultation. The community is looking to Council to provide leadership, guidance and responsive governance.
Which strategies in the <b>COLLABORATE</b> section of the CSP does your event support? <b>List the numbers of the strategies only.</b>	<b>List numbers</b>

**LOCAL BUSINESS USE**
**Are you using any local businesses?**

This will assist in demonstrating the local benefit of your event to other members of our community. Using local services will significantly strengthen your application.

If an acquittal is required you will need to confirm the level of expenditure to local businesses compared to the level you identify here and also provide evidence that payment has been made to these businesses.

**Engaging with local businesses will assist in a favourable assessment of your application.**

Business name	Services Provided	Estimated amount to be paid to them (ex GST) (\$)

**Will your event create any jobs - either short or long term?**

Estimated long-term, full-time jobs to be created \_\_\_\_\_

Estimated short term (up to 6 months) jobs to be created \_\_\_\_\_

## CHECKLIST

**ALL APPLICANTS ARE TO COMPLETE THIS SECTION**

**LGA = local government area**

This checklist must be completed:

### Eligibility

I live in the Orange LGA or my organisation (which is not a government entity) has an office in the Orange LGA.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
I confirm that the donation will be used for a direct benefit for residents in the Orange LGA.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
I confirm that I am not fundraising to send the raised funds out of the Orange LGA.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>

### Not-for-profit

I have included evidence that shows that I/my organisation is not-for-profit.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
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### Donation request amount

The donation is not over the maximum for the category.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
I have provided evidence of why I am asking for this amount.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>

### Cost of event/project/equipment

I have included evidence of the cost of the event/project/equipment.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
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### Your contribution

I have included evidence of my contribution.	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
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### Applicant Details

I have completed all areas of the Applicant Details: <input type="checkbox"/> Applicant name <input type="checkbox"/> Street Address and Postal Address <input type="checkbox"/> Contact Details <input type="checkbox"/> Legal Status <input type="checkbox"/> GST/ABN/CAN <input type="checkbox"/> Bank Account Details	<i>yes</i> <input type="checkbox"/>	<i>no</i> <input type="checkbox"/>	<i>checked</i> <input type="checkbox"/>
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**DECLARATION****ALL APPLICANTS ARE TO COMPLETE THIS SECTION**

On behalf of

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(NAME OF ORGANISATION, IF APPLICABLE)

I declare that the information provided above is complete and correct.

I declare that the Organisation will provide certifications of currency for required insurances for events held on Council properties.

**I have read and understood Council's "Donations and Grants" Strategic Policy (ST029).**

Signed

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Print name

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Position in organisation

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Date

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THE INFORMATION YOU PROVIDE IS PERSONAL INFORMATION FOR THE PURPOSES OF THE PRIVACY AND PERSONAL INFORMATION PROTECTION ACT 1998. THE SUPPLY OF THE INFORMATION BY YOU IS VOLUNTARY. IF YOU CANNOT PROVIDE OR DO NOT WISH TO PROVIDE THE INFORMATION SOUGHT, YOUR APPLICATION MAY BE UNABLE TO BE PROCESSED. THIS PERSONAL INFORMATION IS BEING COLLECTED FROM YOU IN ORDER TO PROCESS YOUR APPLICATION.