



WHITE ROCK Wind Farm

Community Fund Grant Application

**Application Pack for Projects Seeking
Over \$5,000**

Closing Date for Applications:

07 June 2024

APPLICATION SUMMARY

Overview

White Rock Wind Farm Community Fund aims to share the benefits of White Rock Wind Farm by investing in the communities around the wind farm. The Funds are intended to provide financial support for community-based initiatives, projects and events that produce lasting community benefit and reflect local priorities.

The Community Fund targets a range of community needs including health and social welfare, safety, environment, education and youth, sport and recreation, culture and heritage, arts and economic development.

Who Can Apply

Applications are open to any not for profit or community-based organisations.

Project Duration

Projects receiving grant funding of \$5,000 or over are required to be completed within two years from the date of the acceptance letter.

Assessment Criteria

Applications will be assessed on their merits, based on their benefit to the community, perceived suitability, the background of the applicant, etc. Projects will also be weighted according to their proximity to White Rock Wind Farm with closer projects carrying more weight. Please submit supporting information and a detailed budget for the project as outlined in Parts C and D.

How to Apply

Applicants should complete the application form and complete and sign the checklist. For all enquiries please phone Gregory Ford on 02 6730 2329.

Post to:

Attention: Glen Innes Severn Council
WRWF Community Fund Application
c/- Glen Innes Severn Council
P.O Box 61
GLEN INNES NSW 2370

Deliver by hand to:

Glen Innes Severn Council
WRWF Community Fund Application
265 Grey Street
GLEN INNES NSW 2370

Email to:

council@gisc.nsw.gov.au

Subject: WRWF Community Fund Application

All applicants will be notified in writing of their success, or otherwise, after 09 August 2024, Funds will be issued by electronic funds transfer to the bank details provided on the application form.

Please Note: Applications received after 4.30pm on Friday, 07 June 2024 will not be accepted under any circumstances.

APPLICATION FORM FOR PROJECTS OVER \$5,000

Before completing this form, please read the guidelines attached to this document.

Please write legibly when completing this application form.

A: ORGANISATIONAL DETAILS

1. Organisation Name			
2. Postal Address			
3. ABN			
4. Are you registered for GST?		Yes	No
5. Bank Details <u>Please check the bank details provided are up to date and accurate prior to submitting.</u>	Account Name:		
	BSB:		
	Account Number:		

6. What do you do? (brief description of who you are and what you do)

B: WHO DO WE TALK TO REGARDING THIS APPLICATION?

1. Name of Contact for this Application		
2. Position of Contact within the Organisation		
3. Contact Details	Work Phone:	
	Mobile Phone:	
	Email Address:	

C: PROJECT DETAILS

1. Project Name

2. Summary of the Project (100 words)?

3. Outcomes of the Project (100 words)?

4. Who will Benefit from the Project (100 words)?

5. Referring to the Eligibility Criteria and General Principles in the Guidelines, please describe how your Project benefits the Community (100 words)?

6. Project Start Date		Project Finish Date	
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7. How much funding are you seeking?	\$	
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8. How many people do you expect will benefit from the Project?									
	0-10		10-25		25-50		50-100		100+

9. In what Zone is the Project located (see map in Guidelines)?		A		B		C		D		E
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10. How will the contribution from the WRWF Community Fund be acknowledged (e.g. media messages, displaying logos or wording in project material or placement of plaques) (100 words)?

C: SUPPORTING INFORMATION

Grants requested for over \$5,000 are likely to require a greater amount of organisation time and money to complete. Projects of this scale have no upper funding limit as long as it falls within the annual amount of money available from the Community Fund. Projects cannot be allocated funds from succeeding years.

Due to the scale of some of these projects, this application should be supported with detailed supplementary information to demonstrate the capabilities of the applicant in justifying and carrying out the project.

It is expected this supplementary information would contain, but not be limited to:

1. Does your Application require Development / Landowner Consent, and have you discussed your Project Plans with Council?

Development / Landowner Consent		Yes		No
Consultation with Council		Yes		No
If spoke with Council, whom and when				

If so please attach a copy of the Plans / Reference No.

2. A detailed Budget including all Income and Expense items, GST inclusive.

	Yes		No
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3. Do you have or need any match-funding, or equivalent, which is required to carry out the Project?

	Yes		No
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4. Provide recent, verifiable quotes for carrying out the Project.

	Yes		No
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5. Proposed Timeline for the Project (noting the work must be completed within two years).

	Yes		No
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6. How will the contribution from the WRWF Community Fund be acknowledged? (Insert wording below or attach image of the proposed acknowledgement)

7. Any additional information in support of your Grant application (letters of support, media releases, historical information, etc).

	Yes		No
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The more information you provide, the easier it will be for the Committee to assess your application.

Projects approved for funding but which require Development / Landowner Consent will not have funds released until such consents are in place.

The committee may seek clarification or request further information about the Project in order to help make its decision. Failure to provide the information in a reasonable timeframe will result in the application being rejected.

D: PREDICTED BUDGET (ALL FIGURES MUST INCLUDE GST)

Please complete the following template or attach a separate budget sheet if required.

Income	\$ Value (incl GST)
Money provided by your organisation	
Income from other sources	
Funding from the WRWF Community Fund	
In Kind Contributions	
Materials	
Volunteer Labour	
Total Project Income	\$
Expenses	
Materials	
Labour	
Promotion	
Printing	
Other (please list)	
Total Project Expenses	\$

Note: Income and Expenses must equal each other.

Please attach further information if necessary.

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CHECKLIST

Have You	Yes	No
Attached quotes for your project (if required)?		
Identified the goal/s your project supports?		
Identified the aim/s your project meets?		
Identified how the contributions from the WRWF Community Fund will be acknowledged?		
Organised for the bottom of this checklist to be signed and dated by the head of the organisation?		
If you have ticked “no” to any of the above please explain why.		
I hereby confirm that Information contained in our application is correct and accurate at the time of submitting for approval.		
Signed:		
Name:		
Position in Organisation:		
Date:		

INTERIM REPORT STATEMENT BY GRANT RECIPIENT FOR 2024 FUNDS

Organisation	
Project	
Amount Received	
Amount Spent	

Certified by an authorised officer of the grant recipient organisation.

I advise:

Estimated completion date is:	
Project Milestones achieved so far include:	
Have any delays occurred that may prevent this funding from being spent and acquitted by the due date?	

I hereby certify that I have the authority to sign this Interim Report Form on behalf of the recipient organisation.

Date:	
Signature:	
Name:	
Position:	

Please return the Interim Report Form to:

Post: Glen Innes Severn Council, WRWF Community Fund Interim Report Form, PO Box 61,
GLEN INNES NSW 2370

Email: council@gisc.nsw.gov.au (Subject: WRWF Community Fund Interim Report Form).

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ACQUITTAL STATEMENT BY GRANT RECIPIENT FOR 2024

The Acquittal and Feedback Forms are to be completed and returned only once the project has been completed.

Organisation	
Project	
Amount Received	

Certified by an authorised officer of the grant recipient organisation.

I confirm that:

An amount equal to the total Grant paid has been expended on the Project in accordance with our original application and the WRWF Community Fund Guidelines.

AND

A complete set of financial records, or equivalent, relevant to the project have been maintained and are attached to this acquittal together with photos of the completed project.

I hereby certify that I have the authority to sign this Acquittal Form on behalf of the recipient organisation.

Date:	
Signature:	
Name:	
Position:	

Please return the Acquittal and Feedback Forms to:

Post: Glen Innes Severn Council, WRWF Community Fund Acquittal Form, PO Box 61, GLEN INNES NSW 2370

Email: council@gisc.nsw.gov.au (Subject: WRWF Community Fund Acquittal Form).

FEEDBACK FORM FOR 2024

Did you have any problems completing the project on time/budget?

Were there any unforeseen complications with the project?

Can you suggest any improvements to the process of applying for funds?

Were the applications forms and requested information too complex?

Any other comments or suggestions?

Thank you for any feedback you can provide, it is very helpful!

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