



Small Grants Application Form – Groups and Organisations

Eligibility and conditions

Strathfield Council's Small Grants Policy provides amounts up to \$2,500 to eligible individuals or groups, subject to approval and provision of supporting documentation. If your organisation is granted financial assistance, the grant must be acquitted eg provide evidence in form of receipts to Council. Failure to provide this information may result in Council excluding your organisation from future grants.

Eligibility for groups and organisations is limited to those community groups, not for profit organisations, schools and/or registered charitable organisations that are located in the Strathfield Council area and/or provides services to the Strathfield Council area.

A group or organisation is **not eligible** if they have:

- outstanding or non-acquitted grants with Strathfield Council
- are not located and/or providing services within the Strathfield Council area
- seeking retrospective funding or the request is generated via bulk mail.

Council does not provide financial assistance for commercial or profit-driven entities, including registered clubs or State or Federal Government departments or agencies

Grants are only available to the following:

- community organisations requiring financial assistance to provide a service or activity of benefit to the Strathfield community where **no alternative grant program** is available
- request for a donation or support for a fundraising event for a **registered charity or not for profit organisation**

The Small Grants Policy is available at <https://www.strathfield.nsw.gov.au/council/policies-plans-and-regulations/policies/>

For further information, please contact Council at 9748 9999 or email: council@strathfield.nsw.gov.au.

About your organisation or group

Name of group or organisation _____

Address _____

Contact name and title of position _____

Contact number(s) _____

Email _____

Is your organisation a charitable organisation or incorporated? Please provide registration details and ensure copies of your registration or incorporation are attached to the application.

Describe your organisation and its key objectives (*Attach additional information to the application if there is insufficient space*)

About your proposal

Amount Requested \$ _____

Purpose of the grant eg description of the project or activity in which assistance is sought and how the funds will be spent. *(Attach additional information to the application if there is insufficient space)*

[illegible]

What do consider are the benefits to the Strathfield community of your proposal? (attach additional information to the application if there is insufficient space)

Provide bank account details (for depositing of grant if successful)

Name of account _____

BSB _____

Account No: _____

Have you applied, received or denied any grants in the last 12 months from Council or from any other organisation for the same purpose or project? If so, please provide details.

Completion of Application

In completing your application, please ensure the following documents are attached:

- Registration certificates ie charitable organisation or Incorporation
- Constitution of the organisation or group
- Any relevant documents that support your request for financial assistance

I, the undersigned, have read the Strathfield Council Small Grants Policy and acknowledge and agree that all the information provided for this application is in accordance with the Strathfield Municipal Council conditions set out in the policy. I understand that failure to comply with any of these terms and conditions or the provision of false information to obtain any benefits will result in Council seeking reimbursement of any monies provided and the Applicant(s) may be subject to other legal action including but not limited to criminal prosecution and any other available legal remedies as a result of fraudulent and dishonest conduct.

Name(s) of Applicant (s): _____

Signature of Applicant (s): _____ Date: ____ / ____ / ____

Privacy Statement

Council manages privacy and personal information in accordance with relevant legislation and Council's Privacy Management Plan. Information on how Council handles your personal information is explained in Council's Privacy Management Plan.

Council collects and stores your personal information in relation to your application and participation in the Small Grants Fund process. You accept the provision of personal information is voluntary but failing to provide all or part of the sought after information may mean Council cannot process your entry. Information provided by you may be accessed by government agencies and members of the public in accordance with relevant legislation.

Council is to be regarded as the agency that holds the information. Under the Privacy and Personal Information Protection Act 1998 and the Government Information (Public Access) Act 2009 you can apply to access records of personal information Council holds about you, and then apply to amend or correct personal information.

You can access your personal information by writing to Council's Privacy Contact Officer at PO Box 120, Strathfield NSW 2135. You can view Council's Privacy Management Plan by visiting

www.strathfield.nsw.gov.au/council/privacy-management/