



Community Initiative Sponsorship

Application For Project Funding

1. INTRODUCTION

As part of the Yackandandah Community Development Company's (YCDCo) commitment to the development of Yackandandah, YCDCo offers sponsorship to local groups and organisations to assist with local initiatives that are consistent with the company's ideals of community development.

Under its Constitution, YCDCo. Ltd. is required to contribute 50% of all distributed profits towards community projects or causes (the other 50% is distributed to shareholders as dividends). Assistance may be provided to community groups, organisations or individuals for initiatives or projects that *are*;

intended to benefit the economic, social or cultural condition of the Yackandandah community or its surrounding areas. (YCDCo. Ltd. Constitution clause 27).

2. SPONSORSHIP CRITERIA

Priority will be given to applications that:

- benefit more than one group
- can attract 'add on' funding from other sources or **have at least explored** alternative funding sources (i.e. Indigo Shire Community Grants Scheme or State Government grants on a \$ for \$ basis)
- are tied to a specific project
- have measurable outcomes and specific timelines
- show strong community involvement and support.

Sponsorship will not be offered for projects where community development is not the main focus. Sponsorship monies cannot be used for food, refreshments or personal expenses.

3. PROJECT PROPOSALS /APPLICATIONS

Applications must be focused on a proposal to undertake a specific project or initiative. The application must include the project goals, costings (including any 'in kind' contributions) and a timeline for the completion of the project.

Applications for sponsorship will be considered if they are consistent with the YCDCo Constitution clause 27 which is described above.

Applicants will be required to submit a detailed income and expenditure report to YCDCo, including relevant receipts and/or invoices, within one month of the completion of the project. Any monies unused or unaccounted for at the end of the project must be returned to YCDCo within one month of completion of the project.

Applicants will acknowledge YCDCo sponsorship in any promotion or publicity for the project.

4. LEGAL LIABILITY

By signing this application the recipient of sponsorship shall release YCDCo, its members and directors from any legal liability relating to the sponsorship. The recipient of the sponsorship, by signing this application, agrees to any conditions imposed on the recipient by YCDCo regarding the use and management of the funds.

5. APPLICATION PROCESS

The process for considering and determining the allocation of Community Initiative Sponsorship funds will be as follows:

- All project proposals/sponsorship applications will be considered by the YCDCo Board working in conjunction with up to 3 co-opted community representatives (who are also YCDCo. shareholders). The Board and co-opted community representatives will meet periodically throughout the year to consider project proposals/applications.
- Applications from community groups can be received for consideration at any time but will typically take two (2) months to be processed.
- Decisions regarding the distribution of Community Initiative Sponsorship funds made by the Board of YCDCo., are final and will not be discussed without formal, written representation to the Board.
- Shareholders will be advised of Community Initiative Sponsorship funding allocations in the Annual Report each year. The **structure and process** for the allocation of Community Initiative Sponsorship funds will be open for discussion at the AGM following the issue of the Annual Report.

Application forms are available from Matthew Charles-Jones or from the Yfuel outlet. Questions regarding the application process, criteria or sponsorship program should be directed to Matthew Charles-Jones on 6027 0602. Please forward applications to;

Matthew Charles-Jones,
YCDCo. Ltd.,
P.O. Box 188
Yackandandah, 3749.

Community Initiative Sponsorship

Project Application Form



1. Contact Information	
Name of Applicant	
Name of Organisation	
Address	
Contact person responsible for this application	
Address	
Telephone Number	

2. Organisation Details	
What is the Organisation's ABN?	
Is the organisation an approved Community Service Organisation ?	
How many members are there in the organisation?	
How long has the organisation been operating?	
Does the organisation have public liability insurance?	
If applicable, what is the insurance company name?	
If applicable, what is the amount of cover?	

3: Project Details: (Please attach additional pages should it be required)

3.1 Briefly describe your project?

3.2 Please describe how your project will enhance the cultural, social or economic condition of Yackandandah and/or the surrounding area?

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3.3 Have you applied for other funding and if so, what were the results?

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3.4 Is this application being used to attract additional funding - please provide details?

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4. Project Costing Details:

4.1 Estimated total cost of project?

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4.2 Sponsorship amount you are applying for from YCDCo?

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Important Note:

Please attach a detailed costing of your project including all labour, materials, loans, grants and donations both material and monetary. This should also show expected start and completion dates for the project.

5. Sponsorship Acknowledgement Details:

5.1 Please describe how your organisation will recognise / acknowledge the sponsorship offered by YCDCo? (For example, media article, advertising, plaque)

6. Supporting Documents:

Please attach letters of support from other community groups or individuals for your project.

6.1 Which community groups will benefit from the project? Please describe the benefit?

6.2 Please add any additional comments or statements regarding your proposal.

The Recipient hereby releases and holds the Yackandandah Community Development Company Ltd, as Sponsor, harmless and agrees to indemnify the Sponsor from and against all claims, demands, losses, suits and actions arising out of or in connection with any negligent act or omission of the recipient. The Recipient also agrees to all conditions imposed upon the Recipient by the Board of YCDCo in relation to the use and management of funds received.

We have read the conditions of application attached and agree to abide by those conditions.

Signature

Position

Signature

Position

Date / /