



## COMMUNITY INITIATIVE SPONSORSHIP Applications for 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 can demonstrate congruity with Constitution clause 27 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 Brett McClellan or from the Yfuel outlet. Questions regarding the application process, criteria etc should be directed to Brett McClellan on 6027 0818. Please forward applications to YCDCo at PO Box 188, Yackandandah, 3749.





