



Port Augusta

CITY COUNCIL

INDIVIDUAL/GROUP ACTIVE COMMUNITY ACHIEVEMENT GRANT

If you require assistance or advice in completing the application form, please contact:-

Contracts & Events Officer
Port Augusta City Council
Telephone (08) 86419199

GUIDELINES

Purpose

Funding is provided every 12 months for individuals/groups who are residents of the City of Port Augusta to pursue achievements in their chosen area of expertise; this may include, but is not limited to significant sports and recreation, Arts and Culture and Group endeavours.

Applications can be submitted any time of the year at least 4 weeks prior to planned activity (if possible), applications will be accepted until funds are expended for this category.

Sports and recreation applications will be considered for emerging and established individual athletes to participate in an officially recognised competitive event that has a set of rules and a code of conduct recognised by a State/National Sporting Association.

Arts and Culture applications will be considered for emerging artists, musicians, cultural workers and groups for waiver of fees associated with the Yarta Purtli Gallery, Institute Theatre, Lea Memorial Theatre and Central Oval Port Augusta.

Group applications will be considered for groups to participate in an officially recognised event.

Applicants must demonstrate a strong commitment to their area of endeavour and can demonstrate a high level of achievement. Their endeavour must be formally recognised by an accredited State, National or International Association.

Amounts available

Funding will be considered to the following levels:

Individuals Achievement Grant Category:

\$200 for activity at a State/National/International level within South Australia

\$300 for activity at a State/National/International level held interstate

\$400 for activity at a National/International level held overseas

Teams/Groups Grant Category:

If the activity is overseas/interstate \$200 per individual (max \$800 per team/group)

If the activity is within South Australia \$100 per individual (max \$400 per team/group)

Waiver of Hire fee up to the value of \$600 (one off contribution towards total hire cost)

Duration and development

Applicants are eligible to apply for one Individual/Group Active Community Achievement Grant every 12 months; however priority will be given to applicants who have not previously made application.

Eligibility Criteria

Individuals seeking funds from Council may only apply for the Individual Achievement Grant category.

If you are a member of a team/group you are ineligible to apply for an individual grant. You must apply for a team/group grant. A team/group consists of 2 or more people participating in the same event with a common link, e.g. local organisation, local association or local club.

Individuals/groups must:

- Be a resident of the City of Port Augusta (applications from former residents who have relocated to further their chosen pursuit will be assessed on a case by case basis).
- Demonstrate a record or achievement and commitment in the chosen area or pursuit
- Seek support for an activity that is a pursuit supported by Council
- Seek support for an activity at State, National or International level only
- Have no outstanding grant acquittals or outstanding debts owing to Council

- Be able to supply financial information as requested
- Must provide evidence of booking of Council Facility for their activity or event. (Applications for waiver of hire fee only)
- Be able to meet conditions associated with receiving the grant
- The applicant must be a member of a club or team involved competition which is officially representing a State or National recognised body;
- Applications for coaches and trainers will not be funded.
- Must be able to supply evidence of registration in event.

What will be funded?

- Residents of the City of Port Augusta (minimum 12 months residency)
- Participation in State, National and International endeavours or within recognised State or National Associations
- Applicants who have demonstrated a strong commitment to their area of endeavour and can demonstrate a high level of achievement
- Applicants which demonstrate formal recognition by an accredited State, National or International Association
- Applications can seek funding assistance to help cover costs associated with the development activity that are not covered by any other means, limited to:
 - Travel requirements
 - Accommodation
 - Activity registration or entry fees
 - Purchase or hire of equipment or materials required to compete or participate in the development activity
 - Transportation of equipment or materials.
 - Waiver of Hire fees associated with use of Council facilities for official activities

What will not be funded?

The following types of requests are ineligible for support:

- Costs that are being covered by, or considered the responsibility of another involved party
- Daily costs such as food, beverages, personal products and accommodation on-costs
- New equipment or materials not directly related to being able to compete or participate in the development activity
- School, TAFE or university fees or scholastic materials
- Publishing, promotion or distribution of CDs, DVDs or writing works
- Website development or maintenance
- Insurance
- Development activity that occurs before Council has received an application.

Making an Application

Applications are accepted on an ongoing basis but must be received at least 4 weeks prior to the planned development activity (if possible). Consideration may be given if an applicant's departure from this timeframe is reasonably necessary.

Applications received after the activity has occurred will not be accepted.

Attachments required for an application

- Copy of letter received from the affiliated body, professional institution, or event organisers (as appropriate) as evidence of selection/acceptance into the development activity.
- NB. Copy of completed registration/entry form will not be accepted as evidence of selection.
- Evidence of Port Augusta Resident. E.g. Drivers licence (If participant is under 18, evidence of Parent/Guardian of applicant must be provided).

Other General Information and Funding Conditions

- Council's funding decisions are final.
- Individuals/groups can only receive one grant per financial year.
- Council may elect to pay an invoice on behalf of the applicant rather than paying funds direct e.g. Bus hire.
- Payment of a grant will be made by cheque or electronic funds transfer in the name of the applicant. (If participant is under 18 payment may be made to Parent/Guardian).
- Successful applicants will be notified in writing, outlining the conditions under which the grant will be made available.
- Funding is released once Council's Finance Department has processed payment, taking approximately 14 days.
- Funding will not be released if an applicant owes money or a previous grant report to Council.
- Successful applicants will need to acknowledge Council's support (if applicable).
- Successful applicants will need to report on the spending of the funding received in the form of photographs or publications and receipts. Submission of photographs automatically gives Council permission to use image for advertising purposes of the Grants program.
- Council may, at its discretion, promote the recipients of grants to the community.
- Council may make funding conditional on other specific conditions being met.
- Funding is not automatic on application. All requests are subject to consideration.
- Payment of hire fees for Council facilities will be handled internally; any amount in excess of the grant will be required to be paid by the applicant.

Submitting Applications

Applications will not be assessed unless they are formally registered by Council's Records Department. To ensure this happens applications will only be assessed if submitted as follows:

Email

admin@portaugusta.sa.gov.au

In person -

Port Augusta City Council
4 Mackay Street
PORT AUGUSTA SA 5700



Port Augusta

CITY COUNCIL

INDIVIDUAL/GROUP ACTIVE COMMUNITY ACHIEVEMENT GRANT APPLICATION FORM

Please read the Guidelines before you complete this form.

APPLICANT DETAILS

Name: _____	
Address: _____	
Phone No: (daytime) _____	(mobile) _____
Email address: _____	
Parent / Guardian: _____	
(Please provide if under 18 years)	
Representing: _____	
(name of State/National/Peak Body who have selected applicant to attend event)	
Local Club, Group or Organisation: _____	
(eg. Netball/Football/Tennis/Calisthenics/Dance Club or Scout Group)	
Are there any other members of your club group or organisation who are attending the same event who may be eligible for a grant:	YES / NO If yes please submit application at the same time with a covering letter, funding will be provided to the club, group or organisation.
Event for which support is sought: _____	
Date of event: _____	
Place event will be held: _____	
Total hire fee for event: _____	
(If you are applying for waiver of venue hire please provide evidence of booking and total hire costs for your event)	
Have you received or applied for any other sponsorship or donation in relation to this event:	YES / NO If yes please provide details

Briefly describe how the grant will assist you to participate: (costs associated with attending)

Have you previously received an Individual/Group Active Achievement grant from the Port Augusta City Council:

YES / NO
If yes please provide details

AGREEMENT AND DECLARATION

I certify that, to the best of my knowledge, the statements made in this application are true. I have read, and understand the Port Augusta City Council Individual/Group Active Community Achievement Guidelines.

Signature of Applicant: _____
or Parent / Guardian (if under 18)

Date: _____

PAYMENT DETAILS

Bank Name: _____

Account Name: _____

BSB Number: _____

Account Number: _____

Or if you require a cheque

Name of person/Club/Group or Organisation: _____

Address: _____

CHECKLIST

Evidence of booking of Council facility

Evidence of Selection / Invitation to represent the State or Nation (ie letter from State / National / Peak Body applicant is representing or other supporting documentation or evidence of selection)