

# Minor Sponsorship application Open Round

## Minor Sponsorship program application (Version 2 of 2)

### Application sponsor00002 From George Town Neighbourhood House

Form Submitted 20 May 2021, 1:17pm AEST

## Before Completing an Application

**IMPORTANT: Please read information below to assist you in completing your application online.**

BEFORE YOU BEGIN

Welcome to the George Town Council's online grant application service, powered by [SmartyGrants](#).

You may begin anywhere in this application form. Please ensure you save as you go.

Incomplete applications and/or applications received after the closing date will not be considered.

Before completing this application form, check that both your organisation and your project is eligible under the [Guidelines](#). The Guidelines provide essential information that will assist you in preparing an application.

## Information for Applicants

The George Town Council is pleased to work in partnership and offer incentive and support for community events held in the George Town municipality that contribute to the development of a strong, vibrant and connected community. The provision of sponsorship funds is a mechanism by which Council furthers its strategic goals and objectives and supports sustainable community development.

The fund is focused on assisting events, programs and projects which deliver mutual benefit to Council and the applicant organisation, as well as specific community benefit outcomes that align with Council's strategic goals and objectives outlined in the Strategic Plan.

**To view the full guidelines click [here](#)**

If you have any questions in regards to these eligibility criteria, please Council on 63828800 or email - [council@georgetown.tas.gov.au](mailto:council@georgetown.tas.gov.au)

**The sponsorship program is available all year. Please ensure you apply at least 8 weeks prior to the event.**

## Privacy Statement

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. Our Privacy Statement can be viewed on [Council's website](#)

## 1. Assessment Criteria

**\* indicates a required field**

## Criteria Confirmation by Applicant Organisation

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### Application sponsor00002 From George Town Neighbourhood House

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#### I confirm that the applicant ...

- Has read and understands the Grant Guidelines.
- Has met the criteria checklist above.
- Does not owe any reports or money to George Town Council as a result of previous funding or grants.
- Is an incorporated not for profit, or auspiced by an incorporated organisation, and/or have an ABN.
- Is located within and/or work within the George Town municipal area.
- Is inclusive in its membership and supportive of the broader community;
- Is located and operating in the George Town municipal area;
- Is not subject to any legal impediment or adverse circumstances.
- Has public liability insurance of \$20,000,000 demonstrated by the provision of a Certificate of Currency

#### This Grant will NOT support :-

- Ongoing administration and running costs
- Trophies or prize money
- Political activities
- Professional fundraising organisations
- Community organisations / groups with outstanding grant acquittals. All previous Council grants, where an acquittal is due, must be acquitted to a satisfactory standard. Unacquitted or unsatisfactory acquitted grants will deem an application ineligible.

#### Please select to confirm your grant meets the above conditions \*

- I confirm the above conditions

#### Please upload your Public Liability Insurance certificate of currency \*

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Filename: Neighbourhood House Public Liability insurance.pdf

File size: 32.0 kB

## 2. Applicants details

**\* indicates a required field**

#### Applicant organisation name \*

George Town Neighbourhood House

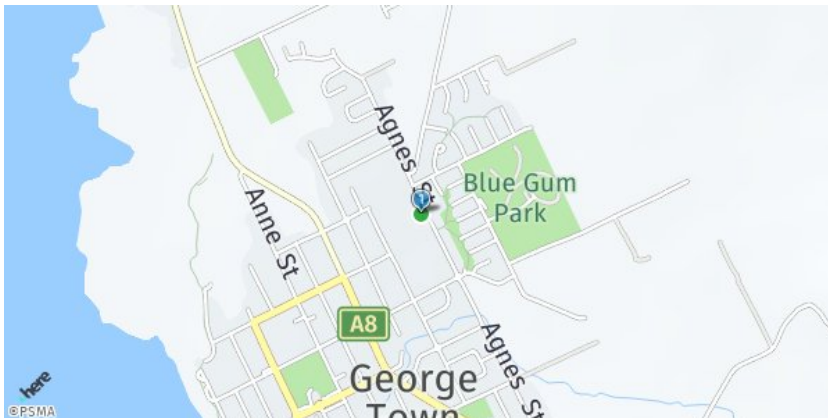
Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

#### Applicant Primary Address

187 Agnes St

George Town TAS 7253 Australia

**Minor Sponsorship application Open Round**  
**Minor Sponsorship program application (Version 2 of 2)**  
**Application sponsor00002 From George Town Neighbourhood House**  
Form Submitted 20 May 2021, 1:17pm AEST



**Applicant Postal Address \***

187 Agnes St  
George Town TAS 7253 Australia  
Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

**Applicant website (if applicable)**

<http://www.gtnh.org.au>

Must be a URL

**Primary contact person \***

Mrs Jessica Berger  
This is the person we will correspond with about this grant

**How long has your Organisation been operating in the George Town municipality?**

\*

39 years

**Number of Volunteers / Employees \***

25

**Contact Phone Number \***

63123019

**Primary contact person's email address \***

[jessica.berger@gtnh.org.au](mailto:jessica.berger@gtnh.org.au)

This is the address we will use to correspond with you about this grant.

### 3. Organisation Details

**\* indicates a required field**

**Briefly outline your organisation's background and current activities \***

George Town Neighbourhood House actively works to redress the structural disadvantage in the George Town Municipality through our philosophy, principles and practices. In order to achieve our

**Minor Sponsorship application Open Round**  
**Minor Sponsorship program application (Version 2 of 2)**  
**Application sponsor00002 From George Town Neighbourhood House**  
Form Submitted 20 May 2021, 1:17pm AEST

purpose, we work to the following objectives:  
Support Disadvantaged people and their families  
Relieve Suffering and Distress  
Respond to Community Imploration  
Build Supportive and Resilient Community

**How Long has your organisation been operating in the George Town municipality**

\*

39 Years

**How many active members do you have \***

10

**What sections of the community benefit directly from your organisation / group / club? \***

All sections of the George Town Community can benefits from the George Town Neighbourhood Houses Activities

## ABN Details

**Does your organisation have an ABN? \***

Yes  No

**ABN \***

79 946 603 764

Information from the Australian Business Register	
<b>ABN</b>	79 946 603 764
<b>Entity name</b>	George Town Neighbourhood House Inc
<b>ABN status</b>	Active
<b>Entity type</b>	Other Incorporated Entity
<b>Goods &amp; Services Tax (GST)</b>	Yes
<b>DGR Endorsed</b>	Yes (Item 1)
<b>ATO Charity Type</b>	Public Benevolent Institution <a href="#">More information</a>
<b>ACNC Registration</b>	Registered
<b>Tax Concessions</b>	FBT Exemption, GST Concession, Income Tax Exemption
<b>Main business location</b>	7253 TAS

*Information retrieved at 3:26am yesterday*

Must be an ABN

## Legal Structure

**What is your organisation legal structure? \***

- Incorporated association or organisation  
 Unincorporated association or organisation

# Minor Sponsorship application Open Round

## Minor Sponsorship program application (Version 2 of 2)

### Application sponsor00002 From George Town Neighbourhood House

Form Submitted 20 May 2021, 1:17pm AEST

Other:

If your organisation is unincorporated it must have an auspice organisation

Please provide a copy of your Organisations Certificate of Incorporation.

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Filename: incorporation certificate (2).pdf

File size: 180.2 kB

## 4. Project Details

**\* indicates a required field**

### **Name of Event, Program or Project to be sponsored \***

George Town New Years Eve Extravaganza

Provide a name for your project/program/initiative. Your title should be short but descriptive

### **Anticipated start date \***

31/12/2021

If unknown, provide your best guess or leave blank

### **Anticipated end date \***

01/01/2022

If unknown, provide your best guess or leave blank

### **Location \***

Ferry Boulevard George Town TAS 7253

### **Please provide a brief description of the Project. \***

Our Project is to create an annual point of celebration for the George Town Community, and to attract more visitors and tourists to the George Town area rather than leave George Town to celebrate. We will have an inclusive celebration that caters to all people with Rides, and attractions, food, beverages, live music and entertainment, market stalls and 2 fireworks displays. This event offers free entry with low cost rides, free family attractions, accessible food and drink and live music.

Must be no more than 100 words.

Please include details of the event, including location

### **How did you determine a need for this project. \***

We have feedback from our previous events that the community looks forward to the event now each year and are spreading the word to attract more visitors to the event.

Last year the project was highly successful and managed to attract over 1000 people throughout the event, with reduced and capped numbers due to Covid.

### **Please list Objectives and Outcomes \***

Supports and enhance the cultural life of George Town;

Enhances the image of the town as a vibrant place to live and visit;

Enhances community life by providing opportunities for participants to build relationships

# Minor Sponsorship application Open Round

## Minor Sponsorship program application (Version 2 of 2)

### Application sponsor00002 From George Town Neighbourhood House

Form Submitted 20 May 2021, 1:17pm AEST

and networks.

How is one of the dates that present the biggest opportunity for community togetherness and celebration, is George Town a point of departure and not a destination? this is what we are wanting to achieve.

Must be no more than 100 words.

Describe how this event will connect the broader community. Include volunteers of the project in this response.

#### **Please briefly explain how these will be achieved \***

George Town Neighbourhood House will achieve the intended outcomes by planning and executing a first class event, that is affordable and inclusive to the whole of community. The event will improve upon the feedback of last years event , thus creating a talking point that will enhance the image of the event and George Town itself.

The key dimensions of this celebration include a fireworks display, food and drink, rides, kids attractions, performance art (music, dance, etc) and market stalls. This event will attract people to invest their valuable time and money in a George Town event that can be safe, fun and become a cultural tradition for the George Town community; promoting positive social and economic outcomes for our town and aligning with the strategic direction of creating a positive perception of George Town and encouraging internal economic activity.

Must be no more than 150 words.

Please detail

#### **Please explain how you will monitor and measure the objectives of your event, Program or Project \***

We will monitor and measure the objectives in the planning stage by feedback and reaching key milestone goals.

After the event we would be able to see that the outcomes have been achieved by feedback from the community members.

We have had great feedback from our previous two years and not only by George Town people but alot of Launceston people are eager to come to the event again.

#### **Please select the criteria that applies to your project. \***

- Aligns with or support Council's future direction
- Responds to demonstrated needs and concerns of the community;
- Demonstrates wide community support;
- Supports and enhance the cultural life of George Town;
- Enhances the image of the town as a vibrant place to live and visit;
- Enhances community life by providing opportunities for participants to build relationships and networks.

At least 1 choice and no more than 6 choices may be selected.

#### **Please outline how you will meet the selection criteria you selected \***

Our event is designed to engage and enhance the George Town community. The George Town Neighbourhood House responds to the communities needs and an event like this helps amplify peoples sense of community pride and supports their emotional wellbeing. Our event is planned to be within the reach of all participants no matter their socio economic standing in order to bring together and solidify community connection. We can demonstrate wide community support by the show of the community willing to help fundraise and donate funds towards the event.

#### **Are any approvals required to complete the Event, Program or Project? \***

- Yes

**Minor Sponsorship application Open Round**  
**Minor Sponsorship program application (Version 2 of 2)**  
**Application sponsor00002 From George Town Neighbourhood House**  
 Form Submitted 20 May 2021, 1:17pm AEST

No

Please list approvals and authorizing agent. Pre-approvals must be in place before sponsorship will be considered

**Authorising agent or organisation                      Type of approval required    What stage are you at?**

George Town Council	Fireworks Approval	No approvals submitted *

Describe how this project will comply with any COVID-19 legislation. Please visit the [Tasmanian Government's website](#) for current legislation.

\*

We have a full covid plan in place, which we also had for last years event. All patrons are required to sign in. hand santisers and signage is available throughout the event. Ride operators cleaned the rides between usage. Patrons were reminded to social distance regularly.

**Acknowledgement of Council's Assistance**

**Describe how you will acknowledge the assistance of the George Town Council \***

- Letter of thanks to George Town Council
- Invitation to the Mayor to attend the launch of the project (if applicable)
- Invitation to Council to attend the launch of the project (if applicable).
- Provision of photos to Council post the project.
- Acknowledgement in any media
- Other:

At least 1 choice must be selected.

**5. Budget**

**\* indicates a required field**

**Total Amount Requested \***                      \$10,000.00  
 What is the total financial support you are requesting in this application?

**Total Project Cost \***                              \$35,000.00  
 What is the total budgeted cost (dollars) of your project?

**Minor Sponsorship application Open Round**  
**Minor Sponsorship program application (Version 2 of 2)**  
**Application sponsor00002 From George Town Neighbourhood House**  
 Form Submitted 20 May 2021, 1:17pm AEST

## Budget

Please outline your project budget in the income and expenditure tables below, including details of other funding that you have applied for, whether it has been confirmed or not. Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns

- **Your budget MUST balance which means your income and expenditure must be the same.**
- **EXAMPLES OF INCOME** could include Council's Community Grant', sponsorship, grants from other sources, contributions by the applicant or other project partners.
- **EXAMPLES OF EXPENSES** could equipment purchases, training resources, catering, payments to contractors,
- For expense items over \$500, quotes will need to be provided in the file upload area below the tables.
- Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly.

If your organisation **IS** registered for GST, please provide **GST exclusive** amounts in your budget. Council will add GST to the amount funded, should your application be successful. If your organisation **IS NOT** registered for GST, your expenses should **include GST**, where applicable.

Income Description	Income Type	Confirmed Funding?	Income Amount (\$)	Notes
Council	Council Grant *	Unconfirmed *	\$10,000.00	
Fundraising	Other Income	Not Applicable	\$25,000.00	

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Fireworks	Project and Production *	\$20,000.00	this is the expected cost for 2021 have attached last years quote as they are currently preparing the quote
Rides and Event Costs	Project and Production	\$15,000.00	this is an estimate based on previous years but with extra funding this could be expanded



## Budget Totals

<b>Total Income Amount</b>	<b>Total Expenditure Amount</b>	<b>Income - Expenditure</b>
\$35,000.00 This number/amount is calculated.	\$35,000.00 This number/amount is calculated.	0 This number/amount is calculated. This amount should be zero - your income and expenditure need to be the same

### Please attach quotes for those expenditure (cost) items over \$500

Filename: Fireworks Quote George Town 2020.pdf  
 File size: 64.8 kB

**What other inputs will you need in order to successfully carry out this project?**

**Confirmed?**

Non-financial inputs could include volunteer time / expertise, in-kind contributions, and other types of support.	
Volunteers	Confirmed
Advertising	Confirmed

## 6. Applicant Capacity

**\* indicates a required field**

**Now that we know about your project, we want to find out more about your organisation's ability to undertake the project you propose. Please provide some information about your organisation that will give us confidence that you can manage the project. \***

The George Town Neighbourhood House has been part of the community for over 35 years, the house has the capacity and experience to plan and deliver large events. We have previously raised the funds and ran 2 New Years eve events that have increased in size and quality each year. This years event will be even bigger and better than the previous years. We as a house raised nearly \$30000 through Covid for the 2020 event where we had less opportunity to fundraise and rally the community. We were also pleased to receive

# Minor Sponsorship application Open Round

## Minor Sponsorship program application (Version 2 of 2)

### Application sponsor00002 From George Town Neighbourhood House

Form Submitted 20 May 2021, 1:17pm AEST

an award on Australia day for the best Community Event for Last years New Years Eve Event and we are hoping to build on that and make an even better event this year. We unfortunately forgot to take photos of the event last year but will ensure that is one area that we improve on this year and will engage community members to take photos that can be used to promote the event and the town.

We have already began the fundraising and planning for this years event and are approaching key stake holders in the community to help support the event.

We have previously received large grants for other house programs and have been able to implement our programs and acquit the grants fully.

We will be following the same plan and timeline of the previous years things will be more streamlined as we now know what we require for our processes and procedures.

Must be no more than 250 words.

Include in this section information about your strategies for providing the inputs (money, staff/volunteers time/expertise, equipment, facilities, in-kind contributions, etc.) and how you will project manage this event in the required timeframe, inclusive of risk management policy. Provide information also about any past work that may demonstrate your organisation's capacity to manage this event planning..

## 7. Applicant Declaration

**\* indicates a required field**

### Certification

This section must be completed by an appropriately authorised person on behalf of the applicant business (may be different to the contact person listed earlier in this application form).

**I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant business is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.**

**I agree \***

Yes  No

**Name of authorised person \***

Mrs Jessica Berger  
Must be a senior staff member, board member or appropriately authorised volunteer

**Position**

Administration and Community Support  
Position held in applicant organisation (e.g. CEO, Treasurer)

**Contact phone number \***

(03) 6312 3019  
Must be an Australian phone number.  
We may contact you to verify that this application is authorised by the applicant organisation

**Contact Email \***

[jessica.berger@gtnh.org.au](mailto:jessica.berger@gtnh.org.au)  
Must be an email address.

**Date \***

20/05/2021  
Must be a date

## 8. Applicant Feedback

**\* indicates a required field**

### Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**Please indicate how you found the online application process:**

Very easy  Easy  Neutral  Difficult  Very difficult

**How many minutes in total did it take you to complete this application? \***

30

Estimate in minutes i.e. 1 hour = 60

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**

Maybe allow more words in some sections, the capacity section you want a lot of information but only allow 250 words, also maybe add a section that allows for information on previous events that are the same event for requests on an annual event this would allow to provide more in depth information on how previously the project was a success