

23/24RR - Hall Insurance - Application Form Preview

GYMPIE REGIONAL COUNCIL COMMUNITY GRANTS PROGRAM 2023/2024

Through the Community Grants Program Council provides financial assistance to eligible community organisations and applicants to deliver projects which respond to community need, align with Council's Corporate Plan 2022 - 2027 and other relevant strategies and plans, and enhance the social, environmental, economic and/or cultural wellbeing of the Gympie region.

Information for applicants

Before completing this application:

1. Applicants are encouraged to speak with an officer from Council's Community Development Team

Please call 1300 307 800 or email grantsadmin@gympie.qld.gov.au to make an appointment.

2. Read the [Community Grants Program Guidelines 2023/2024](#), available on [Council's Grants and Funding webpage](#).

4. Applications will only be accepted by submission through the Smarty Grants portal.

5. Parts of this application will require supporting documentation. Please ensure that documentation is clear and legible.

NB: No late or incomplete applications will be accepted.

If you require further assistance with using Smarty Grants portal please click [here](#) to access the FAQ's.

Privacy Notice

Gympie Regional Council collects information in accordance with our Information Privacy Policy, a copy is available from [Council's website](#).

In providing any personal information, please note that you are agreeing to the possible transfer of your information outside Australia via the internet under s33 of the Information Privacy Act 2009. If for any reason you are unable to agree to these terms, please contact Council on 1300 307 800 to discuss alternate arrangements.

Grant Category: HALLS INSURANCE

For full details on Grant Categories read the [Community Grants Program Guidelines 2023/2024](#), available on [Council's Grants and Funding webpage](#).

Purpose:

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To support the organisational capacity of eligible community halls to meet their insurance obligations.

Amount & co- contributions:

Maximum grant amount for Council owned/trustee Halls: \$1,500

Maximum grant amount for independently owned* Halls: \$5,000

No co-contribution from the applicant is required for this category.

Priority:

1.Address insurance risk management by contribution to halls insurance.

Required Support Material

- Quote, invoice or receipt illustrating Certificate of Currency for insurance policy with a minimum inclusion of products and public liability insurance to the value of \$20 million.

APPLICANT DETAILS

* indicates a required field

Eligibility

This section of the application form is designed to help you, and us, understand if you are eligible for this grant.

It is crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to the eligibility criteria, please contact a member of the Community Development Team on 1300 307 800.

I confirm that my organisation..... *

- is a not-for-profit community organisation
- is incorporated, or is auspiced by an incorporated community organisation (including not-for-profit co-operatives and companies limited by guarantee) for the purpose of this application
- holds \$20M public liability insurance
- has no outstanding debt with Council
- has satisfied requirements of any previous Gympie Regional Council Community Grants funding as per the Funding Agreement or any approved variation
- is based in, or provides direct benefits to, the Gympie region.
- is not listed as an ineligible applicant as per the Community Grants Program Guidelines 2023/2024

At least 7 choices must be selected.

Applicant Organisation details

Organisation Name *

Organisation Name

As listed with the Office of Fair Trading or ASIC

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Council owned/trustee Halls: (please choose)

- | | | |
|--|--|--|
| <input type="radio"/> Amamoor Hall | <input type="radio"/> Kandanga Creek Hall | <input type="radio"/> Rainbow Beach Community Hall |
| <input type="radio"/> Boobyjan Hall & Community Centre | <input type="radio"/> Kandanga Public Hall | <input type="radio"/> The Scout Hall, Tin Can Bay |
| <input type="radio"/> Cedar Pocket Hall | <input type="radio"/> Kia Ora Memorial Hall | <input type="radio"/> Tansey Hall |
| <input type="radio"/> Chatsworth Hall | <input type="radio"/> Langshaw Hall | <input type="radio"/> Tin Can Bay RSL Hall |
| <input type="radio"/> Cooloola Coast Community Complex | <input type="radio"/> Long Flat Hall | <input type="radio"/> Traveston Hall |
| <input type="radio"/> Cooloola Cove Hall | <input type="radio"/> Lower Wonga Hall | <input type="radio"/> Veteran Hall |
| <input type="radio"/> Curra Community Hall | <input type="radio"/> Manumbar Hall | <input type="radio"/> Widgee Community Complex |
| <input type="radio"/> Goomboorian Memorial Hall | <input type="radio"/> Mothar Mountain Hall | <input type="radio"/> Wolvi & District War Memorial Hall |
| <input type="radio"/> Imbil RSL Hall | <input type="radio"/> Pie Creek Community Hall | <input type="radio"/> Woolooga Hall |

Independently owned Halls: (please choose)

- Glastonbury Hall
- Gunalda Community Hall
- Theebine Memorial Hall
- Widgee Memorial Hall

Contact Person *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position within the organisation *

E.g President, Secretary, Treasurer, Grants Officer

Organisation Address *

Address

Suburb State Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Must be Address Line 1, Suburb/Town, State/Province, and Postcode are required..

Postal Address (if different from above) *

Address

Suburb State Postcode

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Must be Address Line 1, Suburb/Town, State/Province, and Postcode are required..

Primary Phone Number *

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Must be an Australian phone number.

Alternate Phone Number

Must be an Australian phone number.

Contact person's email address *

Must be an email address.

Applicant organisation ABN

To use the online ABN search tool provided by the Australian Government through the Australian Business Register, click [HERE](#)

ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

HALL INSURANCE DETAILS

* indicates a required field

Eligible Community Halls can apply for up to:

Maximum grant amount for Council owned/trustee Halls: \$1,500

Maximum grant amount for independently owned Halls: \$5,000

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To support the organisational capacity of eligible community halls to meet their insurance obligations, funding to be used towards the cost of a hall insurance policy (with a minimum inclusion of products and public liability to the value of \$20 million).

Evidence of a current insurance policy which clearly shows the amount paid, or a quote for a new policy, that includes the annual amount to be paid, is to be provided in this application.

Ensure documentation can be easily read, is not distorted or unclear.

Name of Insurer *

Name of Insured Party (as shown on policy) *

Date current policy expires *

Must be a date.

Date new policy will commence

Must be a date.

Please attach a quote, invoice or receipt evidencing current or proposed insurance policy with a minimum inclusion of products and public liability insurance to the value of \$20 million *

Attach a file:

Requested funding amount

Please confirm the amount of the grant requested from Council *

\$

Must be a dollar amount and no more than 1500.

What is the total financial support you are requesting in this application?

Requested funding amount (independantly owned)

Please confirm the amount of the grant requested from Council *

\$

Must be a dollar amount and no more than 5000.

Further documentation

Please ensure the following documents are available if requested by Council:

- Meeting Minutes
- Certificate of Incorporation

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CERTIFICATION AND FEEDBACK

* indicates a required field

Certification by authorised person

I certify that: *

- to the best of my knowledge the statements made in this application are true and correct
- I have read and accept the 'Community Grants Program Guidelines 2023/2024'
- I agree to complete a project acquittal within 4 weeks of the end of the project delivery timeframe for this round.
- our organisation has financial practices in place to adequately record the grant income and expenditure. The grant expenditure will be evidenced by attaching tax invoices to the acquittal
- I acknowledge that if any member of our organisation lobbies a Councillor or staff member in relation to this grant application, the application is disqualified

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

Name of authorised person of applicant organisation *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position in the organisation *

Date *

Must be a date.

Applicant Feedback

Before you review your application and make a submission, please take a few moments to provide feedback.

***Would you like to keep up to date on Council and other Grant opportunities, Grant workshops, and information sessions?**

Yes? - subscribe to [Council's Info Share newsletter \(sign up\)](#)

Please indicate how easy the online application process was: *

- Very Easy Easy Neutral Difficult Very Difficult

Do you have any suggestions on how the application process/form could be improved?

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Where did you hear about the Community Grants Program? *

- Information Flyer Council's Community Info Share (eNews) Council's Facebook page Council's Website Council Staff Word of mouth

Other

Did you attend a Gympie Regional Council Grants Information Session?

- Yes No

Did you find the information session helpful?

- Yes No

Do you have any other comments you wish to make about the grants process?

Thank you for your feedback. Please ensure you review your application before you press submit.

After pressing **SUBMIT**, you will receive an email confirming your submission has been made.

If you require further support, please call the Community Development Team on 1300 307 800.