



Community Group Sponsorship Application Form

SECTION 1 - APPLICANT'S DETAILS

Name of Organisation _____

Applicant's Name _____

Applicant's Position _____

Postal Address _____

Email Address _____

Telephone/Mobile _____

Is your organisation registered for GST? Yes No ABN number _____

Has your group received one or more rounds of DCA sponsorship this financial year? Yes No

SECTION 2 - OBJECTIVES

Tell us about your community group/club/organisation: please include information on what your group does and why, who your members are and how many you have, where and when you meet, and explain how your objectives and activities align with DCA's funding objective.

SECTION 3 - EVENT/ACTIVITY

Please highlight how your event/activity and target audience relates to DCA's funding objective when answering the following questions.

What is the activity or event you are planning to undertake, for which you are seeking funding from DCA?

Who is your target audience for this activity/event?

How will your target audience be positively impacted by this activity/event?

SECTION 4 - FINANCIALS

What is your expected total cost of the event/activity? _____

What other sources of funding have you applied for, and how much money have you requested? _____

How much money are you requesting from DCA specifically? (Amount is capped at \$500 - higher amounts require DCA Committee Approval.) _____

How will the DCA donation you are requesting be spent, specifically, if approved? Please provide quotes if available.

SECTION 5 - ACKNOWLEDGMENT OF FUNDING

Do you require the DCA banner or flag for your event? Yes No

If so, what date will you collect the item/s? _____ Return date: _____

Are there any other additional ways you will communicate DCA's support of your event?

SECTION 6 - CONDITIONS OF SPONSORSHIP

I agree that our community group, club or organisation may only be awarded DCA sponsorship once per financial year for one particular event, activity or project, but that we can reapply for additional funds in the same financial year if the second event, activity or project is considerably different from the first, and that no group will receive more than three rounds of sponsorship from the DCA in one financial year.

I agree that cheques for approved sponsorship which are not collected after three months from notification will be cancelled.

I agree to provide DCA with an electronic report within 30 days of completion of the event/activity. (Report must be at least 100 words and include a minimum of 3 photos)

I agree to provide the DCA with receipts within 30 days of the completion of the event, activity or project as part of the acquittal.

I agree that funds unspent at the end of the event, activity or project must be returned to the DCA within 30 days of the completion of the event, activity or project.

SECTION 7 - DECLARATION

I hereby certify that I have been authorised by (organisation's name) _____

Name of President _____ Signature _____

The information contained herein, is to the best of my knowledge, true and correct.

Name of Applicant _____

Signature _____ Date _____