



**WEIPA TOWN AUTHORITY**

**Application for Community Groups Funding**

**App. Doc. No:** WTA – A – 002  
**Version:** 1.0

**Date Approve:** 23/05/2008  
**Review Date:** 05/09

**Name of Organization:** \_\_\_\_\_

**Name of main contact:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Primary purpose of organization:** \_\_\_\_\_

**Number and description of active organisation members:** \_\_\_\_\_

**Why is funding being requested?** \_\_\_\_\_

**How will the project benefit the Weipa Community?** \_\_\_\_\_



**WEIPA TOWN AUTHORITY POLICY**  
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How will the organization acknowledge the WTA funding:

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Financial details of project:

Amount raised by own efforts: \$ \_\_\_\_\_  
Other Grants received: \$ \_\_\_\_\_  
WTA Funding: \$ \_\_\_\_\_  
TOTAL Project Cost: \$ \_\_\_\_\_

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Additional Comments:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Attachments:

- Copy of current Public Liability Insurance certificate
- Copy of Certificate of Incorporation
- Copy of organization's latest bank statement



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## APPLICATION GUIDELINES

Each year the Weipa Town Authority (WTA) offers financial assistance to “not for profit” community and sporting groups within the Weipa town boundary that do not have access to reliable sources of revenue, and that provide a return benefit to the Weipa community.

Two funding rounds are processed and are advertised in the local paper in September and April of each year.

### ELIGIBILITY

Funding is available to groups which:

- are a “not for profit” organization
- have a primary purpose of promoting or participating in a recognised cultural, welfare, community or sporting activity within the Weipa Town boundary
- are incorporated or formally constituted
- have an active membership sufficient to warrant its recognition as a stable, representative and worthwhile organization
- have a valid public liability insurance certificate
- operate a bank account in the name of the organisation, or are sponsored by a qualifying organisation (evidence to be provided)
- can supply an audited financial statement if required by the WTA

### TYPES OF ASSISTANCE

#### Rate-based Assistance

- Weipa Town Authority will consider making a donation of up to 100% of the annual net General Rate for not for profit community/sporting organisations.
- WTA reserves the right to refuse any application for any reason.

#### Cultural, Welfare, Community, and Sporting Groups Donations

- One application per financial year per organisation.
- Donations will be made as one off payments to organisations who make application for a specific requirement or event.
- WTA reserves the right to refuse any application for any reason.

#### Miscellaneous Donations

- Individual applications will be looked at on a case by case basis.
- WTA reserves the right to refuse any application for any reason.

### RECOGNITION OF WTA FINANCIAL ASSISTANCE

All applicants must outline in their application how they will acknowledge the financial assistance given to their organisation by the WTA.



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**Application Guidelines (cont):**

**REVIEW DATE**

The WTA will review these Guidelines prior to 30 June each year.

**LODGEMENT OF APPLICATION**

Applications may be lodged by one of the following methods:

- 1) Mail: PO Box 420, Weipa QLD 4874
- 2) Fax: 07 4069 9800
- 3) Email: [weipatown@bigpond.com](mailto:weipatown@bigpond.com)
- 4) Delivery: Hibberd Centre, Rocky Point, Weipa

**ADDITIONAL INFORMATION**

Additional information can be obtained from the Director Corporate and Finance on Ph 07 4030 9400