

# F112.2 Donations



December 2017

Corporate and Community Services

## Donation Guidelines

These guidelines provide prospective applicants with information about financial assistance from the Shire of Augusta Margaret River by way of Donation.

Please read these guidelines carefully before submitting an application. You may direct any questions to the Shire by email on [amrshire@amrshire.wa.gov.au](mailto:amrshire@amrshire.wa.gov.au) or phone us on 08 9780 5255.

## Funding available

Donation funding is available to a maximum of \$200.

## Eligibility - Who can apply?

To be eligible for funding the applicant must meet the following criteria:

- Be an incorporated, not-for-profit community organisation
- Operate within the Shire of Augusta Margaret River
- Operate as a charity using local community volunteers.

## Funding will be considered for events and projects that

- Are open for attendance by the local community and encourage participation by a community organisation (i.e. member of a sporting association or club)
- Enhance community spirit
- Provide free entry to the local community to attend the event or be involved in the project
- Are run local community volunteers
- Require funding for promotion costs of the project or event.

## Funding will not be provided for

- Individual persons
- State or Federal Government bodies

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- Projects or events that will financially benefit the community organisation (i.e. entry charge)
- Commercial organisation or businesses
- Funding to undertake commercial activities or assist with organisational operating costs
- The purchase, hire or lease of sporting and or recreation equipment
- Activities that are already covered by an existing service agreement with the Shire of Augusta Margaret River.

## Restrictions on funding

- Only one application per financial year (July to June) may be lodged
- The project or event is to be held within the Shire of Augusta Margaret River local government boundaries
- The applicant is encouraged to have sourced funding for the project / event through additional sources
- Applications are to be lodged on the Shire's official application form and retrospective applications will not be considered where they are submitted after the event or competition.

## Application timeframes

Applications are accepted at any time during the year.

## Completing and lodging your application

Once you have completed all sections of the form and signed the declaration, please take a copy for your records. The Shire requires the original, signed application form be submitted by either of the following methods:

**By Post:** Chief Executive Officer  
Shire of Augusta Margaret River  
PO Box 61, Margaret River WA 6285

**Email:** [amrshire@amrshire.wa.gov.au](mailto:amrshire@amrshire.wa.gov.au)

**In Person:** Margaret River Civic Administration Centre  
41 Wallcliffe Rd, Margaret River  
Office Hours: 9.00am – 4.00pm

Augusta Office  
66 Allnutt Tce, Augusta  
Office Hours: 9.00am - noon, 1.00pm - 4.00pm

If you require any further information or assistance with your application form, please contact:

Hannah Waters  
Executive Assistant Corporate and Community Services  
[hwaters@amrshire.wa.gov.au](mailto:hwaters@amrshire.wa.gov.au)  
9780 5638

### What happens when your application is received?

- You will receive an acknowledgement letter upon receipt of your application
- Your application will be reviewed by the Shire within 14 days and you will be notified of the outcome in writing.

### Acknowledging the Shire's support

Successful applicants will be required to liaise with the Shire's Marketing and Events Officer for marketing and media opportunities.