



## Category 2 Application – In-kind

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### Important Information

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#### How to apply

Applying for ClubGRANTS funding is quick and easy. All funding is processed locally and community groups can contact their local clubs at any time for information and advice. ClubGRANTS is also flexible, allowing clubs to provide support efficiently, and often as soon as a need emerges.

To be eligible to apply, you should be a not-for-profit organisation and provide the following project and/or services:

- community welfare or social services
- community development
- community health services
- employment assistance activities.

You are also eligible if you or your organisation are involved in community or professional sport.

Please note the LGA or club you have applied to may request additional information at any time.

**Applications should be sent to local committees or individual clubs.**

***Applications sent to ClubsNSW will be returned.***

Information about where to apply can be found [www.clubgrants.com.au](http://www.clubgrants.com.au)

## Applicant Details

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Organisation

ABN

Is your organisation not-for-profit?

Is your organisation incorporated?

Address

Suburb

State

Postcode

### Primary Contact

Title

Name

Phone

Email

### Secondary Contact

Title

Name

Phone

Email

## Project Details

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**Q1** Project title.

**Q2** What is the nature of your in-kind support request?

- |   |  |
|---|--|
| <input type="checkbox"/> Room hire  | <input type="checkbox"/> Natural disaster relief |
| <input type="checkbox"/> Use or maintenance of golf course/bowling green, sporting field etc. | <input type="checkbox"/> Professional sport      |
| <input type="checkbox"/> Fete/fundraiser  | <input type="checkbox"/> Other (please specify)  |
| <input type="checkbox"/> Tourism promotion  |  |
| <input type="checkbox"/> Cultural activities/performing arts                                  |  |

**Q3** Please provide a brief description of your in-kind support request (50 word maximum).

**Q4** Please provide an itemised list of the in-kind support you require and the value.

| Item         | Value \$ | Non-GST \$<br><i>Office use only</i> | GST \$<br><i>Office use only</i> |
|--------------|----------|--------------------------------------|----------------------------------|
|              |          |                                      |                                  |
|              |          |                                      |                                  |
|              |          |                                      |                                  |
|              |          |                                      |                                  |
|              |          |                                      |                                  |
| <b>Total</b> |          |                                      |                                  |

**Q5** If you have received in-kind support from our club in previous years, briefly describe when, what you received and how it benefited your organisation (50 word maximum).

## Attachments

Please attach any documents relevant to your application.  
Documents may be quotes, letters or support for your project or your organisation's annual report.  
There is a three-document limit.

# Conditions, Privacy, Data Use, Consent & Authority

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## Funding conditions

If your application for funding is successful you will be required to:

1. Ensure that your organisation does not accept funding or the equivalent in-kind support for the same project from any other source unless joint funding is required for the implementation of the project AND you have informed all funders of all sources of funding for this project.
2. Make an appropriate level of acknowledgement of the funding source for the project.
3. Provide progress reports in the form and according to the timelines described in the Offer of Funding (including a Statutory Declaration for projects receiving funding or the equivalent in-kind support valued at over \$7,500).
4. Complete a Standard Funding Report Form at the end of the in the form and according to the timelines described in the Offer of Funding (including a Statutory Declaration for grants or in-kind support valued at over \$7,500).
5. Enter into a formal contract with the sponsoring Club where an individual grant for ClubGRANTS funding or equivalent in-kind support exceeds \$10,000.
6. Regularly communicate with the funding Club/s and ClubGRANTS Local Convenor regarding the progress of your project, including facilitating any on-site visits that may be requested in order to further the funder's understanding of the project.
7. Abide by any other conditions that may be placed on the funding of the project (including but not limited to collaboration with other relevant local projects or activities), as stipulated in the Offer of Funding.

Although care is taken to ensure that the information regarding the ClubGRANTS scheme is correct at any given stage of the ClubGRANTS process, the granting organisation cannot guarantee and assumes no legal liability or responsibility for the accuracy, currency or completeness of the information provided.

## Privacy Statement

This privacy statement is a requirement of section 10 of the *Privacy and Personal Information Protection Act 1998* (NSW). Some of the information in this application is personal information. This information is required to assess your application for grant funding from registered clubs and to communicate with you about this application and any resulting funding. The information will be used by the ClubGRANTS Local Committee to which you are applying and ClubsNSW staff, and may also be shared with trusted contractors or consultants appointed by them for a particular task, or by persons or entities who may have a legal entitlement to such information or when so directed by a court order. The information will be retained by ClubsNSW and stored on our server.

## Data Use

The Applicant acknowledges and consents to:

1. The information supplied in this application being stored ClubsNSW and made available to ClubsNSW and the subject ClubGRANTS Local Committee for the purpose of assessing the application and associated administration purposes;
2. The ClubGRANTS Local Committee and/or ClubsNSW referring the contents of this application (as necessary) to external experts and other clubs or grantmakers for the purpose of assessment, reporting, advice, comment, benchmarking, streamlining, trend analysis, or for discussions regarding alternative or collaborative funding opportunities.

3. The information supplied in this application being used by ClubsNSW, in isolation or in aggregate, for any purpose, including:
- i) To quantify the social contribution made by clubs in the making of grants; and
  - ii) To advocate on behalf of the club industry.

**NOTE:** ClubsNSW and ClubGRANTS Local Committees will not publicly disclose any personal information (such as contact details). Such information may, however, be shared with trusted parties for the purposes as described above.

## Declaration & Consent

The Applicant:

- Declares that the information provided in this application form is true and correct.
  - Undertakes to notify the subject ClubGRANTS Committee of any changes to this information and any circumstances that may affect this application.
  - Acknowledges that this is an application only and may not necessarily result in funding approval.
  - Acknowledges and consents to the Funding Conditions, Privacy Statement and Data Use provisions described above.
  - Declares that he/she is authorised by the applicant organisation to submit this application and agree to the terms and conditions described above.
- I understand that this is an application only and may not necessarily result in funding approval.**
- I am authorised to submit this application and agreeing to the Declaration, Authority and Consent.**
- I have read and agreed to the above.**

Name

Position

Date