

APPLICATION FORM



GRASS ROOTS SPONSORSHIP PROGRAM

Please provide applications on separate sheets of paper. Applications should be no more than 4 pages in length, plus additional supporting documentation.

1. First Name. Last Name.
2. Community group you belong to (if relevant).
3. Address.
4. Phone. Fax. Email.
5. How did you hear about the Grass Roots Sponsorship Program?
 Local council Local newspaper Community noticeboard WSN website
 WSN flyer/poster Other (please specify)
6. Name of project.
7. Location of project.
8. Description of project.
9. Outline of what the project involves.
10. Estimated timeframe of project including start, finish and key dates.
11. Number of people who will be working on the project.
12. Does the project require ongoing management? If yes, how will this be addressed?
13. Can you deliver measurable outcomes/benefits of the project? Please provide details of these.
14. Estimated budget for this project including breakdown of costs, quotes, etc.
15. Have you received any funding towards this project to date? If yes, please provide details on the source of funding. Will this project proceed if funding is not received through the Grass Roots Sponsorship Program? Yes No
16. Please provide any credentials including previous projects that have been conducted.
17. Please provide contact details of two referees.
18. Where possible, supporting documentation should be submitted as part of your application.
This includes items such as:
 - Maps
 - Photographs
 - Diagrams
 - Quotes from suppliers or contractors
 - Anything else you consider relevant to your application

Applications must be submitted to your local council by 29 August 2008.

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SELECTION CRITERIA

Please ensure that your project meets all the criteria outlined below before submitting your application.

- The council must be eligible to receive Grass Roots sponsorship before you can apply. To find out if your local council is eligible, contact your local council or Tsuey Cham on 9934 7067.
- Community groups and organisations, clubs and individuals are eligible to apply for Grass Roots Sponsorship.
- Applications for sponsorships should be for community led projects that will provide tangible benefits to the local community and the environment.
- You must demonstrate how the project will avoid or minimise waste and/or contribute to sustainability in the local area.
- All projects must comply with all legislative and local government requirements.
- You must not apply for sponsorships from the program through more than one council.
- The project should be located within a local council boundary. If you are not the landowner, you must supply written permission from the landowner to carry out the project.
- Projects must be for the benefit of the local community and individuals cannot profit from the grant.
- Any funding must be used for a specific project or program with a specified time for completion (eg. the funding must not be used for the ongoing running costs of an environmental group).
- If the project is not delivered within the specified time, or if the outcome specified in the applicant's original submission is not achieved, WSN may reconsider funding of the project.
- WSN will judge all applications received from councils and distribute funding. All decisions are final and no further correspondence will be entered into.
- WSN will have exclusive sponsorship rights to each project.
- Groups are required to provide photographs and/or allow WSN to take photographs of the project. WSN retains copyright on all documentation of projects.

Get in touch with your local council if you have any questions or contact Tsuey Cham at WSN Environmental Solutions on 9934 7067, or at tsuey.cham@wsn.com.au. Alternatively, visit www.wsn.com.au