

2024/25 Sponsorship Request Form

Form Preview

Welcome to the Community Sponsorships form

Community Sponsorships

Sponsorship is when a company gives you support (cash or in-kind) in return for recognition. It is not a gift – sponsors always want something back and they want to be able to measure it.

The purpose of the council providing groups/organisations with a **Community Sponsorship** is to:

- Support groups/organisations that help address issues and opportunities important to the community.
- Foster strong engagement opportunities which enable the council to connect with its community in a meaningful and relevant way.

Applications for Community Sponsorships can be up to **\$3000** per annum.

The council will pursue community sponsorship opportunities that:

- Enhance the profile and appeal of the Northern Grampians Shire (NGS).
- Align with the objectives of the Council Plan and/or objectives of relevant strategy and policy documents.
- Deliver one of the following outcomes.

Provide opportunities to drive social, environmental, cultural and economic outcomes in the NGSC.

Provide potential to generate revenue through attracting visitors/participants outside of the Northern Grampians municipality.

You can access more information about the grant [here](#)

Ways in which you can recognise Northern Grampians Shire Council for their Sponsorship include:

- brand awareness for NGSC through Discover Northern Grampians collateral
- providing free tickets or experiences for the Councilors and/or staff
- providing access to social media channels or databases
- networking opportunities
- invitations to opening nights/celebrations.

Please allow forty minutes to complete your application. You may also need some extra time to collect supporting documentation and information.

If at any stage you come across a question you cannot answer, please use the save button at the bottom of this form to save your application so you can return later when you have the appropriate information.

We wish you all the best with your application.

Eligibility

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* indicates a required field

Applicants: please note

Before completing this application form, you should have:

- read the program guidelines:
- **contacted the Community Development officer at community@ngshire.vic.gov.au or 03 5358 0512.**

If you do contact us throughout the application process, please quote the application number below.

Application Number

This field is read only.

Eligibility checklist

Before proceeding, please confirm the following:

1. you have read and understood the program guidelines
2. you can explain how the request will benefit your community group or the broader community
3. your organisation is a not-for-profit organisation
4. your organisation is incorporated or is auspiced by an incorporated organisation for this application
5. your group/organisation is located in the Northern Grampians Shire.
6. your organisation does not owe any reports or money to Northern Grampians Shire Council.
7. your organisation has the appropriate type and level of insurance for the activities that are the subject of this grant
8. your activity/initiative cannot be funded by other funding sources eg Government Departments your request is not to fund:
 - wages
 - the purchase of gift and prizes (educational awards are excluded)
 - the reimbursement of council fees and charges consultancies
 - unconditional gifts, donations, bequests, or endowments
 - political sponsorships, donations, or merchandising
 - events or programs that denigrate, exclude, or offend minority groups
 - create environmental concerns
 - may present a hazard to the community.

You must confirm that all statements above are true and correct. *

☐ Yes

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Contact Person Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to [Privacy Policy \(ngshire.vic.gov.au\)](#).

Contact details

Name

Title

First Name

Last Name

Applicant Position

Phone Number

Must be an Australian phone number.

Email

Must be an email address.

Organisation Details

* indicates a required field

Organisation Name

Organisation Name

What type of not-for-profit group/organisation are you? *

- ☐ Educational institution (includes pre-schools, schools, universities & higher education providers)
- ☐ Religious or faith-based institution
- ☐ Philanthropic organisation
- ☐ Peak body
- ☐ Social enterprise
- ☐ Healthcare not-for-profit
- ☐ Community group
- ☐ General not-for-profit (i.e. none of the sub-types listed above)

Please choose the option that best applies to your organisation.

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What is your organisation's legal structure? *

- ☐ Unincorporated association
- ☐ Incorporated association
- ☐ Cooperative
- ☐ Company limited by guarantee
- ☐ Indigenous corporation, association or cooperative
- ☐ Organisation established through specific legislation
- ☐ Unknown

If your organisation is unincorporated, it must have an auspice organisation

Does your organisation have an ABN? *

- ☐ Yes
- ☐ No

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO website](#).

Please upload completed Statement of Supplier Form. *

Attach a file:

Max 25mb per file uploaded

What is your incorporation number? *

Incorporated Association or Australian Company Number

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Auspice Information

* indicates a required field

Is your organisation auspiced by another organisation for the purpose of this grant? *

☐ Yes ☐ No

Unincorporated organisations applying for a grant must be auspiced by an incorporated organisation. If you do not have an auspice you should not apply for this grant.

Auspice Organisation Details

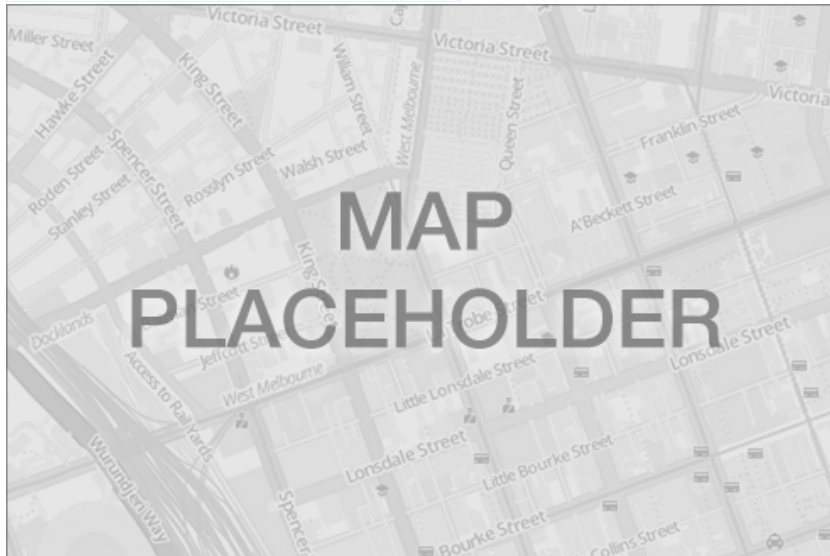
Auspice organisation name *

Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

Auspice primary address

Address



Auspice postal address

Address

Auspice primary phone number *

Must be an Australian phone number.

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Auspice email address *

Must be an email address.

Auspice website

Must be a URL.

Primary contact person at auspice organisation *

Title First Name Last Name

We may contact this person to verify that the auspice arrangement is valid and current.

Position held in organisation *

e.g., Manager, Board Member or Fundraising Coordinator.

Auspice primary contact primary phone number *

Must be an Australian phone number.

Auspice primary contact office phone number

Must be an Australian phone number.

Auspice primary contact email address *

Must be an email address

Please attach a letter from the auspice organisation confirming that the auspice arrangement is valid and current. *

Attach a file:

The letter must be signed by an authorised person (e.g., Manager, CEO or Board Chair) and must include: name, position, signature and date.

Does the auspice organisation have an ABN? *

☐ Yes ☐ No

Auspice ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN

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Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type More information
ACNC Registration
Tax Concessions
Main business location

Must be an ABN.

As the auspice organisation does not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO website](#).

Please upload completed Statement of Supplier Form: *

Attach a file:

Max 25mb per file uploaded

Request details

Request description

What type of sponsorship are you requesting.

- ☐ costs towards assisting your group/organisation to run a new program/initiative
- ☐ on-going costs towards assisting your group/organisation to run an existing program/initiative
- ☐ in-kind support to assist your group/organisation to run a new program/initiative
- ☐ in-kind support to assist your group/organisation to run an existing program/initiative
- ☐ an existing event that has a broader audience than what a traditional community event offers
- ☐ a new event that has a broader audience than what a traditional community event offers
- ☐ Other:

What will the funding or in-kind support contribute towards?

- ☐ operational costs
- ☐ promotion and marketing
- ☐ ground maintenance
- ☐ equipment/materials
- ☐ consultants
- ☐ traffic management
- ☐ Other:

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Please provide a short description of what the sponsorship will contribute towards.

Sponsorship recognition

How do you plan to recognise Northern Grampians Shire Council as a sponsor?

- ☐ Discover Northern Grampians brand awareness.
- ☐ naming rights for a race/event/activity
- ☐ NGSC logo on infrastructure, equipment or key promotions.
- ☐ provision of free tickets for Councilors/staff
- ☐ provide access to social media channels or data bases.
- ☐ invitations to networking opportunities
- ☐ invitations to opening nights/celebrations
- ☐ Other:

Please provide a summary based on your answer above on how you plan to recognise Northern Grampians Shire Council for the Sponsorship.

Benefits

Who are the primary beneficiaries of this project/program?

Please choose the target audience for the sponsorship. For example; young people, elderly, families, culturally diverse.

Please provide an estimate of the number of people the Sponsorship reach (How many people will see or become aware of the Sponsorship)?

Must be a number.

What are the benefits for Northern Grampians Shire Council in providing the Sponsorship?

For example the exposure will provide a positive view of the council, assist in shaping community attitudes or maximize positive or exposure for the council.

Evidence of benefits

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What evidence will you provide at the completion of the sponsorship to support that the sponsorship has been a good investment for the council.

You may include information such as:

- number of attendees (local and visitors)
- number of social media posts
- number of adverts and where they were shown
- where council products and services have been promoted
- number of media releases
- user/visitor feedback

Request

Funding Amount

Sponsorship Value Dollar (\$)

Must be a number.

Sponsorship Value In-kind

Must be a number.

Total Sponsorship Value (dollar and in-kind)

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☐ Yes

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Name of authorised person *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Must be a senior staff member, trustee or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

Must be an email address.

Date *

Must be a date