



Donations for Charitable Purposes

APPLICATION FORM

INFORMATION ABOUT THE PROGRAM

The Donations for Charitable Purposes Program addresses the monetary and in-kind donations to individuals, not-for-profit community groups and organisations in the Camden Local Government Area. This program provides for a one off donation to an individual or per project for a group or organisation. Each project should demonstrate a long term benefit to residents of Camden. Applications under this program can be made at any time.

The program guidelines and operating procedures ensure that monetary or in-kind donation requests to Council are dealt with in a fair and equitable manner, and are consistent with the principles of community wellbeing.

ELIGIBILITY CRITERIA

Applications will be accepted from individuals, not-for-profit community groups or organisations working or residing within the Camden Local Government Area (LGA), or where the donation is to provide benefit to residents of the Camden LGA. The application must demonstrate direct benefit to residents of the Camden LGA. Applications for recurrent funding, including operating expenses, refundable bonds or insurance will not usually be considered.

Primary and Secondary schools in the Camden LGA are eligible to apply for the Mayoral Citizenship Prize under this program. This prize consists of a certificate and book prize to one student at each school who is nominated by their school and the prize is awarded at the end of each school year.

APPLICATIONS

- Written applications should provide information to meet the eligibility criteria and forms are available on Council's website.
- All supporting documentation is to be provided with the application form, including a copy of an accepted Authority to Fundraise through the Office of Charities, NSW Department of Gaming and Racing; or for individuals, completion of a Statutory Declaration stating that the funds are to be solely used for charitable purposes; or relevant incorporation details and copy of incorporation documentation.
- Evidence of where money will be spent for charitable purposes through documentation (e.g. quotes or invoices relating to the donation) and must also be submitted with the application.

ASSESSMENT

Requests up to an amount of \$700 will be considered on an individual basis by a Committee comprising of the Mayor and General Manager, with an assessment and recommendation from Council officers.

APPLICANT DETAILS

Please provide the following information:

APPLICANT DETAILS	
Name	
Organisation Name <i>(if applicable)</i>	
Street address	
Postal address	
CONTACT DETAILS	
Contact Name	
Phone	(02)
Mobile	
Email	

BANK ACCOUNT DETAILS – PLEASE ADVISE IF COUNCIL HAS A RECORD OF YOUR CURRENT BANK DETAILS

ACCOUNT NAME:

ACCOUNT NUMBER:

BSB:

BANK NAME:

DONATION SPECIFICATIONS

Please complete the following:

DETAILS OF PROJECT/ACTIVITY	
Name of project/activity	

Purpose of the Donation <i>(attach a separate sheet if necessary)</i>	
How will this project/activity provide a direct benefit to residents of the Camden LGA?	
Key dates	Proposed start date: Anticipated finish date:

PREVIOUS FUNDING

<p>Have you previously been funded by Camden Council under this financial program?</p> <p><input type="checkbox"/> Yes What year were you funded? _____</p> <p><input type="checkbox"/> No</p>		
<p>If you sought funds from other sources for this activity, please complete the following:</p>		
<i>Funding Body</i>	<i>Amount Requested</i>	<i>Amount Received</i>

BUDGET BREAKDOWN

Please provide details of the total cost of the project/activity (attach a separate sheet if necessary):
If from a registered charity or incorporated association please provide proof that you are authorised to obtain funding on behalf of your organisation.

Materials/Equipment:	\$
Labour:	\$
Other:	\$
Total cost of project/activity	\$
TOTAL SOUGHT FROM COUNCIL FOR PROJECT/ACTIVITY	\$

SUPPORTING DOCUMENTATION

Attachment Checklist

- Copy of an accepted Authority to Fundraise through the Office of Charities, NSW Department of Gaming and Racing; or for individuals, completion of a Statutory Declaration stating that the funds are to be solely used for charitable purposes; or
- Relevant incorporation details and copy of incorporation documentation
- Any other documentation, such as quotes or invoices, relating to the donation request.

DECLARATION

I have read and understood the information on the Donations for Charitable Purposes Program, including the eligibility criteria and to the best of my knowledge, the information provided in this application is true and correct.

Name _____

Signature _____

Date _____

SUBMITTING YOUR APPLICATION

Please submit your application to Camden Council using one of the following options:

POST

Community Project Officer – Social Inclusion
Camden Council
PO Box 183
Camden
NSW 2570

EMAIL

If completing this form online, please save this form to your computer and email it to: **grants@camden.nsw.gov.au**

IN PERSON

Camden Council
70 Central Avenue
Oran Park
NSW 2570

FOR MORE INFORMATION:

Please contact Community Project Officer Social Inclusion
(02) 4645 5106