

Community & Events Grant Scheme

Application Form 2025-26



Round 1 opens Monday, 21 July 2025. Closes 4pm Friday, 5 September 2025

Round 2 – Opens Monday 8 December 2025. Closes 4pm Friday, 6 February 2026

Please read the Community & Events Grant Scheme Guidelines carefully and speak to the Manager Community and Corporate Services before completing an application.

Contact 9887 1066 or lisa.pitman@pingelly.wa.gov.au for further information or assistance.

Please submit this application via one of the following:

Mail/In person

Shire of Pingelly
17 Queen Street, Pingelly 6308

Email

lisa.pitman@pingelly.wa.gov.au

Eligibility

<p>Eligible applicants can be either an individual/club/organisation or business.</p> <p>Ineligible organisations/individuals include:</p> <ul style="list-style-type: none"> • an organisation/individual (or individual associated with an organisation) who has failed to acquit previous Shire of Pingelly funding; or • an organisation/individual (or individual associated with an organisation) who has already received the maximum allocation of funding from the Community & Events Grant Scheme in the same financial year. 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Grant available is for undertaking projects and programs within the Shire of Pingelly or that provide benefit to residents and visitors of the Shire of Pingelly. Projects will be expected to meet a target area identified within the Shire's Community Strategic Plan, and include, but are not limited to the following areas:</p> <ul style="list-style-type: none"> • Public Events • Capacity Building • Supporting Young People • Supporting Elderly • Health & Wellbeing Cultural • Diversity & Inclusion • Developing & Attracting Art Projects • Community Strength & Cohesion • Promote Heritage & Tourism • Activate Local Businesses <p>Does the application meet at least one of the above target areas?</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If you answered 'No' to any of these questions, please contact the Community Development Officer.

Applicant Details

This is the details of the individual or organisation applying for the Community Grant.

Name	
Postal Address	
ABN (if available)	
Registered for GST	<input type="checkbox"/> Yes <input type="checkbox"/> No
Not-for-profit	<input type="checkbox"/> Yes <input type="checkbox"/> No
Incorporated	<input type="checkbox"/> Yes <input type="checkbox"/> No
Individual	<input type="checkbox"/> Yes <input type="checkbox"/> No

Contact Details

This is the contact details of the individual or organisation applying for the Community Grant. If the applicant is an organisation, the contact details should be the president, chairperson or secretary.

Name	
Position (if organisation)	
Telephone	
Email	

Project Details

Which category best describes your community project?

- ☐ Public Event
- ☐ Capacity Building
- ☐ Supporting Young People
- ☐ Supporting Elderly
- ☐ Health & Wellbeing
- ☐ Cultural Diversity & Inclusion
- ☐ Developing & Attracting Art Projects
- ☐ Community Strength & Cohesion
- ☐ Promoting Heritage & Tourism
- ☐ Activating Local Businesses

Project name

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Provide a summary of the project

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Clearly identify what the grant funds will be used for in the project

Which are your main target groups?

- ☐ General community
- ☐ Children 0-10
- ☐ Youth 11-25
- ☐ Women
- ☐ Men
- ☐ Seniors
- ☐ Aboriginal or Torres Strait Islander people
- ☐ People with disabilities and/or carers
- ☐ Tourists
- ☐ Other (please specify) _____

Describe how the project will benefit those participating and the community of Pingelly?

Provide details of any collaborations/partnerships or community groups that will assist in the delivery of this project and outline how they will support the project (provide letters of support where relevant).

Anticipated commencement date

Anticipated completion date

How will you acknowledge the Shire of Pingelly's contribution to the project? E.g.: Acknowledgment in social media posts, display Shire banners at event.

Budget Details

Use the table below to list the expenses your project will incur, detail the income and in-kind that will cover the expenses, and identify their source.

Please note Shire of Pingelly's contribution is limited to 75% of the total project, and no more than \$5,000.

Income	
Income Items	Amount
Shire of Pingelly Community Grant Scheme Funding	\$
Total Project Income	
In Kind Contributions	
In Kind Items	Amount
Total In Kind Contributions	
Expenditure	
Expenditure Items	Amount
Total Project Expenditure	
Total Project Cost (Total In Kind + Total Expenditure)	

Has you received any type of funding from the Shire of Pingelly in the last 2 years? If yes, please provide details below.

Year	Amount	Purpose	Fully Acquitted
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

Have you applied for grant funding from other sources for this project? If yes, please provide details below.

Funding Body/Program	Amount	Status of Application
		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending

Declaration

- ☐ I declare the organisation has read and understands the Community Grant Scheme Guidelines.
- ☐ I declare I am the authorised person to submit this application on behalf of my organisation and are authorised to sign legal documents on behalf of the organisation.
- ☐ I declare the information provided in this application and attachments is to the best of my knowledge true, correct and discloses all estimates as accurate as possible.
- ☐ I understand false or misleading statements listed in this Community & Events Grant Scheme Application can result in the application being rejected or the withholding of any funds that may be approved as result of this application.
- ☐ I declare the organisation applying for the grant funding will complete and submit a Community & Events Grant Scheme Acquittal Form within 30 days following the project's completion.
- ☐ I declare the organisation submitting this form understands this is an application only.

Name		Position	
Signature		Date	

Application Checklist

- ☐ Contacted the Community Development Officer to discuss the proposed project and application.
- ☐ Completed all questions in the application form
- ☐ Ensured any attached documents to your application are clearly marked and are in a clear and easy to understand format.
- ☐ Annual financial statement attached for project amounts over \$1,000
 - ☐ Evidence of public liability insurance
 - ☐ Letters of support, including letter of support from auspice organisation (if applicable)