

COMMUNITY KICKSTART

byISPT

APPLICATION FORM

At ISPT, we emphasise care in everything that we do. It's how we conduct business, how we collaborate with partners and how we approach the environment and communities we work in. The ISPT Community Grant recognises organisations who embody our value of care through the delivery of projects and services of benefit to the community.

The main purpose of the Community's grant program is to provide grant aid to an eligible organisation that work towards "breaking the cycle" objective and promotes social, cultural and environmental benefits to their local community.

WHO CAN APPLY?

The Community grant program is open to:

- all registered organisations who provide benefit to the community
- local community groups and voluntary organisations.
- organisations not based within local community must be able to demonstrate a benefit to members who live in the local community.
- only organizations/ community groups that hold an Australian Business Number (ABN)

THE GRANT PRIZE

A grant of \$5,000 will be awarded to the application that scores highest under ISPT's judging criteria.

JUDGING CRITERIA

Our aim is to provide a robust and transparent judging process. We will judge submissions based on alignment with the ISPT beliefs.

BELIEF	PROOF POINT	SCORING
Showing Commitment	Demonstrating commitment to investing in our community, our customers, our places and our services.	30%
Done and Done Well	Demonstrating new initiatives, better solutions, outstanding results and innovative strategies that benefit our communities.	20%
Cultivating a Shared Future	Demonstrating an outstanding partnership with stakeholders in the community.	20%
Breaking the Cycle	Demonstrating that your project or cause breaks the cycle of a community or social issue, empowers people to come together and positively impacts the community and generated outcomes have long term benefit.	30%

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SCORING

RATING	DESCRIPTION	MARK
Outstanding	Compelling, robust, evidence-based description	8-10
Strong		6-7
Adequate		4-5
Limited		2-3
Weak	Unconvincing, no evidence or proof points	0-1

REQUIRED DOCUMENTATION AND CHECKLIST

What evidence do businesses need to provide to prove eligibility and compliance?

Applicants must certify that they meet the eligibility criteria and must provide evidence of the address of their eligible business operation through their most recent:

- utility bill (gas, electricity, telecommunications, water);
- lease agreement; or
- council rate notice.

To ensure your application meets eligibility requirements please check that you have completed the following information and included all documents.

- 1. Application form is completed in full**
- 2. Annual financial statement (income statement or balance sheet) for your organisation, (audited if appropriate) has been provided**
- 3. Incorporation Annual Statement or similar is attached**
- 4. Current public liability insurance certificate is attached**
- 5. Your organisation ABN has been provided**
- 6. An authorised representative of the organisation has completed the declaration**

* Grants to individuals will not be considered. By submitting an application, you agree to the Terms and Conditions governing the Community Kickstarter Program, which are attached to this application or available at <https://coolumvillage.com.au/whats-on/>

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01 ORGANISATION DETAILS

Name of organisation *

Where does your organisation meet? *

Organisation web address *

Type of organisation *

i) Charity	ii) Nursery
iii) Social Club	iv) Other (please specify)

Is the organisation a registered charity? *

Yes	No
-----	----

If yes, please enter your charity number

Is the organisation a deductible gift recipient?

Yes	No
-----	----

Registration ABN number *

02 CONTACT DETAILS (PERSON MAKING THE APPLICATION ON BEHALF OF THE ORGANISATION)

We may need to contact your organisation in relation to this grant application. Please provide your contact details below. We will only use the information that you provide in connection with the application and for no other purpose.

Contact Name *

Contact Phone *

Address for correspondence *

Contact Email *

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03 GENERAL

How long has your group been in existence? *

i) Less than 1 year

ii) 1-10 years

iii) 10 years +

What are the aims, objectives and main activities of your organisation? *

Aims/objectives:

Main activities:

How will the funds received directly contribute to this purpose? *

How will the community benefit from the grant? *

(Please include any relevant targets, such as how many people will benefit and provide more details on nature of the benefit)

How many members participate regularly in your organisation's activities? *

i) 20 or less

ii) 21-50

iii) 50-100

iv) 100+

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03 GENERAL CONT.

How many employees/volunteers are in your organisation? *

No. of Employees

No. of Volunteers

Are you a branch of a larger organisation? *

Yes

No

If Yes, please give detail:

What geographical area does your organisation cover? *

*Required Fields to consider this application for the grant

04 HOW YOUR ORGANISATION / PROJECT ALIGNS WITH ISPT'S BELIEFS

Showing Commitment	
Done and Done Well	
Cultivating a Shared Future	
Breaking the Cycle	

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05 SIGNATURE

IN SIGNING THIS FORM:

- I can confirm that, as far as I know, all the information on this application form is true and correct and I understand that the JLL may ask for more information at any stage.
- I also understand that the conditions of grant document which confirms that the grant provided will only be used for the purposes for which it was approved.
- I agree on behalf of my organisation to retain and make available on request, any receipts or other proof of purchase in order that the JLL can ensure the grant was spent in line with the approval given.
- I understand that the information contained within this application will be used solely in connection with this application for a grant and the processes relating to it as set out in the Conditions of Grant that have been provided to me.
- I agree to the Terms and Conditions of the Community Grant Program attached to this application form.

Signature

Title

Designation

Date

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TERMS AND CONDITIONS

1. Information on how to apply and the grant form part of these Terms and Conditions. Application and participation in this "Kickstart Community Grant Program" ("Program") is deemed acceptance of these Terms and Conditions.
2. Applications are only open to Australian registered community organisations that provide benefits to a community, local community groups and voluntary organisations. Organisations not based within a local community must be able to demonstrate that they provide benefit to a local community. All applicant organisations must hold a valid Australian Business Number (ABN) to apply.
3. The Program is organised by JLL Jones Lang Lasalle (VIC) Pty Limited (ABN 28 004 582 423) of Level 40 101 Collins Street, Melbourne VIC 3000 ("Organiser").
4. Program starts 16/11/20 and applications close at 11:59pm AEDST on 4/12/20 ("Application Period").
5. To apply for the Program, an authorised representative of an applicant organisation must complete an application form, which is available at <https://brackenridgeplaza.com.au/whats-on/> and <https://coolumvillage.com.au/whats-on/>, complete all questions and submit all details about their applicant organisation, including without limitation, why they would like a grant and how they would use it, and submit the fully completed application form along with any required accompanying documentation (as outlined on the application form) during the Application Period.
6. The Organiser reserves the right, at any time, to verify the validity of applicants and applications and reserves the right, in its sole discretion, to disqualify any applicant who the Organiser has reason to believe has breached any of these Terms and Conditions, tampered with the application process or engaged in any unlawful or other improper misconduct calculated to jeopardise fair and proper conduct of the program. Errors and omissions may be accepted at the Organiser's discretion. Failure by the Organiser to enforce any of its rights at any stage does not constitute a waiver of those rights. The Organiser's legal rights to recover damages or other compensation from such an offender are reserved.
7. Incomplete, indecipherable or illegible applications will be deemed invalid.
8. Only one (1) application permitted per applicant organisation
9. The assessment and judging of all applications will take place from 7/12/20 to 11/12/20. The judges may select additional reserve applications which they determine to be the next best, and record them in order, in case of an invalid application or ineligible applicant.
10. The winner will be notified by telephone and email.
11. This is program is judged on skill and merit and chance plays no part in determining the winner. Each application will be individually judged based on the criteria set out in the application form.
12. The Organiser's decision is final and no correspondence will be entered into.
13. The best valid application, as determined by the judges, will be awarded as community grant of AUD\$5,000, awarded as a cheque made out to the winning organisation. For avoidance of doubt, the grant will be awarded in the name of the organisation and not the authorised representative who submitted the application.
14. Total grant value to be awarded under the Program is AUD\$5,000. Grant is not transferable or exchangeable.
15. All applications become the property of the Organiser. As a condition of entering this Program, each applicant agrees to assign all of their rights, title and interest (including copyright) in and to their application to the Organiser. Applications will not be returned to any applicant.
16. Applicants consent to the Organiser using their name, likeness, image and/or voice in the event they are a grant winner (including photograph, film and/or recording of the same) in any media for an unlimited period without remuneration for the purpose of promoting this Program (including any outcome), and promoting any products manufactured, distributed and/or supplied by the Organiser.
17. If this Program is interfered with in any way or is not capable of being conducted as reasonably anticipated due to any reason beyond the reasonable control of the Organiser, including but not limited to technical difficulties, unauthorised intervention or fraud, the Organiser reserves the right, in its sole discretion, to the fullest extent permitted by law (a) to disqualify any applicant; or (b) to modify, suspend, terminate or cancel the Program, as appropriate.
18. Nothing in these Terms and Conditions limits, excludes or modifies or purports to limit, exclude or modify the statutory consumer guarantees as provided under the Competition and Consumer Act 2010 (Cth.), as well as any other implied warranties under similar consumer protection laws in the States and Territories of Australia ("Non-Excludable Guarantees"). Except for any liability that cannot by law be excluded, including the Non-Excludable Guarantees, the Organiser (including its respective officers, employees and agents) excludes all liability (including negligence), for any personal injury; or any loss or damage (including loss of opportunity); whether direct, indirect, special or consequential, arising in any way out of the Program.
19. Except for any liability that cannot by law be excluded, including the Non-Excludable Guarantees, the Organiser (including its respective officers, employees and agents) is not responsible for and excludes all liability (including negligence), for any personal injury; or any loss or damage (including loss of opportunity); whether direct, indirect, special or consequential, arising in any way out of: (a) any technical difficulties or equipment malfunction (whether or not under the Organiser's control); (b) any theft, unauthorised access or third party interference; (c) any application or grant claim that is late, lost, altered, damaged or misdirected (whether or not after their receipt by the Organiser) due to any reason beyond the reasonable control of the Organiser; (d) any tax liability incurred by an applicant organisation; or (e) use of a grant.
20. The Organiser collects personal information ("PI") of authorised representatives in order to conduct the promotion and may, for this purpose, disclose such PI to third parties, including but not limited to agents, contractors, service providers and suppliers. Entry is conditional on providing this PI. The Organiser will also use and handle PI as set out in its Privacy Policy, which can be viewed at <https://brackenridgeplaza.com.au/privacy-policy/> and <https://coolumvillage.com.au/privacy-policy/>. The Privacy Policy contains information about how individuals may opt out, access, update or correct their PI, how individuals may complain about a breach of the Australian Privacy Principles or any other applicable law and how those complaints will be dealt with. The Organiser will not disclose PI to any entity outside of Australia.