



# KU-RING-GAI COUNCIL FINANCIAL ASSISTANCE TO COMMUNITY GROUPS PROGRAM 2017

## FUNDING AGREEMENT

**Name of Organisation:**

**Contact Person:**

**Amount Awarded:**

**This Grant is to be used for:**

## CONDITIONS OF FUNDING

In accepting a Ku-ring-gai Community Grant from Ku-ring-gai Council, groups agree to the following conditions:

### **1. Grant monies**

The grant will only be used for the purposes as specified above. The grant will be paid by cheque or EFT payment and the monies must be spent by **31 May 2018**.

### **2. Funding Changes**

The funding has been approved as stated in your project budget details outlined in your application, with any special conditions outlined above. Any organisation seeking to change the purpose of the grant should put a request in writing outlining the reasons for the change in purpose. Correspondence should be addressed to:

Manager Community Development  
Ku-ring-gai Council  
Locked Bag 1006  
Gordon NSW 2072

If there are any changes to the project's contact person or contact details, notification of these changes must be made promptly to Council in writing, to ensure databases are kept up to date.

### **3. Unspent Funds**

If any of the Grant is not used (including interest earned) by the end of the project or by 31 May 2018 (whichever comes first), the money is to be returned to Ku-ring-gai Council.

Should your organisation cease to exist within two years of obtaining a grant, any equipment purchased with the grant must be returned to Council for distribution to community organisations within the Ku-ring-gai Local Government Area.

### **4. Acquittal Report**

All organisations will be required to submit a Ku-ring-gai Community Grants 2017 Acquittal Form to Council by 31 May 2018 to advise how the grant was spent and the effectiveness of the project in relation to the outcomes as detailed in your application. Failure to do so will result in future applications submitted by your group not being considered for funding.

Evidence of the expenditure of funds will include:

- Copies of receipts from the supplier of any equipment or capital works
- A Statutory Declaration detailing the Income and Expenditure relating to the project.

### **5. Publicity**

Any publicity for the project is to acknowledge Council's support. Approval of the use of Council's logo must be received before you proceed to printing. Copies of promotional material acknowledging Council's support must be submitted at the conclusion of the project, and be attached to your Evaluation Report.

### **6. Access and Equity**

In accordance with Council's commitment to access and equity principles, your organisation must ensure all members of Ku-ring-gai's community have access to this funded project. Residents must not be denied participation based on their ethnicity, religion, gender, sexual preference, or disability.

### **7. Insurance**

Organisations accepting funding shall ensure that all appropriate insurance, including public/products liability and workers compensation for the project will be taken out and maintained throughout the full term of the project. Council will not accept any responsibility for any public liability, accidents or injuries that may result from this project.

Please sign the Condition of Funding Agreement and return it to the address listed below. A copy should be kept by your organisation as a point of reference and referral to ensure that the agreed conditions are being met.

No payment can be issued until this signed agreement has been returned. This Agreement must be signed by a member of the Management Committee.

**Condition of Funding Agreement** – to be returned to Ku-ring-gai Council

**ORGANISATION ACCEPTING THE FUNDING:**

*On behalf of the organisation receiving a grant I hereby acknowledge that I have read and accepted the conditions of funding pertaining to the Ku-ring-gai Community Grants Program 2017 and will abide by those conditions. I understand that failure to do so may jeopardise the organisation's ability to apply for future funding.*

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Postal Address: \_\_\_\_\_

A.B.N. No.: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: ..... / ..... / .....

Please return this form to:  
Manager Community Development  
Ku-ring-gai Council  
Locked Bag 1006  
Gordon NSW 2072

*Please phone Danny Houseas on 9424 0829 if you would like further information or assistance.*