

2024/25 Chain Valley Colliery Community Funding Program Application Form

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2024/25 Chain Valley Colliery Community Funding Program

What is the Chain Valley Colliery Community Funding Program?

The Chain Valley Colliery Community Funding Program has been established as a joint initiative between Delta Coal (formerly Lake Coal Pty Ltd), Central Coast Council and the Communities of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park to [provide funding for not-for-profit organisations to deliver projects that improve community infrastructure and services.

Why is the Chain Valley Colliery Community Funding Program limited to the above areas?

On 23 December 2013, Delta Coal Pty Ltd (LCPL) was granted development consent to extract up to 2.1 million tonnes of coal per calendar year until 31 December 2027.

As a condition of consent LCPL and Council have developed a Voluntary Planning Agreement (CPA) that requires \$0.035 for each tonne of coal produced to be allocated as a community funding program to develop community capacity within the suburbs of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park.

Key Dates

- Opens 12 August 2024 and closes 15 September 2024
- Applications can be made for funding up to \$30,000.00 annually per project for 2024.
- Total annual funding available is dependent on business operations and will be stated on Council's website prior to applications opening each year.
- Applications are scheduled for funding decision at a Council Meeting approximately three (3) months after the application deadline.
- Any project scope variation must obtain approval in writing from Central Coast Council Grants Team.

1. Expected Project Outcomes

Each application is required to address a minimum of ONE of the following outcomes within the locations of Summerland Point, Gwandalan, Chain Valley Bay and Mannering Park;

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1.1 Increase in community participation through creating vibrant neighbourhoods and public spaces.

1.2 Increased opportunities for recreation and leisure.

1.3 Increase in arts and culture, celebrations, and events.

1.4 Enabling start up social enterprises.

1.5 Enhanced sense of local identity.

1.6 Increase promotion of green spaces and the environment.

1.7 Building strong and innovative community infrastructure.

2. Eligibility

2.1 Applicants must be a legally incorporated not-for-profit organisation or be auspices by a legally constituted not-for-profit organisation.

2.2 Applicants must be able to demonstrate that the project will benefit residents of the Summerland Point, Gwandalan, Chain Valley Bay or Mannering Park communities.

2.3 All applicants must meet the grant program eligibility criteria and address one or more of the program outcomes.

2.4 Only one application per project, per financial year, may be successful in obtaining funding across any of Council's grant funding programs.

2.5 Central Coast based community run emergency service entities that are part of Government Departments and agencies such as RFS, SES and VRA.

2.6 Applicants must provide all required documentation as detailed in section seven (7) of the Chain Valley Colliery Community Funding Program.

3. Ineligibility

3.1 Late or incomplete applications.

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3.2 Proposals that do not directly benefit the Summerland Point, Gwandalan, Chain Valley Bay, or Mannering Park communities.

3.3 Applicants with an overdue acquittal or fail to appropriately acquit within the Chain Valley Colliery or within any of Council's funding program.

3.4 Events, projects, or activities with a religious, political, or sectarian purpose, where that purpose may exclude or offend members of the broader community.

3.5 Applications seeking fund for retrospective projects and activities commencing, or project items purchased, prior to two (2) months from the end of the grant closing date. (For example, applications submitted by deadline of 31 August must commence no sooner than 1 November in order to be eligible).

3.6 General fundraising appeals.

3.7 Applicants in a position to self-fund the project.

3.8 Proposals from Government Departments, agencies, or Council.

3.9 Proposals that duplicate a project, services or activity already existing within the LGA.

3.10 Proposals for programs/activities funded previously need to demonstrate progress towards financial independence via sustainable models/practices.

3.11 A project, event, service, or activity which primarily benefits a single individual or business.

3.12 Applications seeking funds for personal benefit such as travel, meal, or accommodation costs.

3.13 Applications seeking funds for prize money, gifts and or awards including trophies and gift vouchers.

3.14 Applications that seek support for supplementing, increasing, or continuing ongoing service deliver or for funding the core business of the organisation.

3.15 Purchase of land or buildings.

3.16 Applicants who have an outstanding debt to Council.

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4. Assessment Criteria

Each application will be assessed as follows:

4.1 Addresses an identified community priority as outlined in Section 1.

4.2 The extent to which the project delivers social, cultural, economic, or environmental benefits.

4.3 The extent to which the budget is comprehensive, realistic, all quotes provided and provides value for money.

4.4 The extent to which the application demonstrates that any ongoing or recurrent cost of the project can be met by the community group once grant funding has been expended.

4.5 Capacity of the organisation to undertake all aspects of the proposed project.

As resources are limited, not every application that meets the assessment criteria will necessarily receive a grant.

5. Assessment Process

5.1 Applications are only accepted online through Central Coast Council's website and the appropriate online application form. Assistance is provided to any group or individual if requested to ensure access and support with the online system.

5.2 Applications will be assessed by an Assessment Panel. The Panel will assess and make recommendations for projects received through the community grant program and recommendations will be reported to Council for endorsement.

5.8 Applications may be assigned to another grant program as part of the assessment process if the original funding program selected by the applicant is not deemed the most appropriate for the initiative.

6. Notification and Payment

6.1 All applicants will be notified of the outcome of their application.

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6.2 Unsuccessful applicants are encouraged to seek feedback from Council's Grants Team on their application. This grant program is highly competitive and even though an application may meet program criteria it may not be competitive against other applications.

6.3 Successful applicants are required to sign a funding agreement outlining the requirements of the grant. This funding agreement must be signed prior to funding being released. Council reserves the right to withhold funding if stipulated grant conditions as per the funding agreement are not met.

6.4 All projects must be completed as agreed upon in the funding agreement.

6.5 The organisation will provide to Central Coast Council a final project report (grant acquittal). The report due date is within twelve (12) weeks of the end of the project, as per application, or date of payment, whichever is the latest. The report must detail the outcomes and expenditure if funds granted and must include evidence of expenditure as detailed in the acquittal template.

6.6 Applicants who do not complete and return an acquittal report by the agreed date will be eligible for any future funding.

7. Additional Information

7.1 In addition to the completed application form, the following must be provided:

- A copy of your most recent audited financial statements (or a statement of income and expenditure signed by your finance manager, if your organisation is not subject to audit requirements)
- Your organisation's most recent Annual Report- minimum of Form A12, if this is your annual reporting obligation to NSW Fair Trading.
- Evidence of other funding secured or applied for (if relevant).
- A copy of your organisation's Certificate of Incorporation or evidence of being a legally constituted not-for-profit organisation or Authority to Fundraise.
- A copy of your organisation's public liability insurance certificate of currency or written quotation for public liability insurance to cover \$10 million.
- For capital works and/ or equipment two quotes for each item valued at \$1000 or more.

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7.2 Offer of funds by Council in no way implies any ongoing funding commitment or obligation by Central Coast Council or Delta Coal.

7.3 Approval of a grant does not imply that Central Coast Council has given any other consent. Applicants should note that many activities require approvals and consents from Central Coast Council, NSW Police and other state government agencies.

7.4 To ensure an accountable and transparent assessment process is maintained, Council staff and funding assessors are required to declare any potential pecuniary and non-pecuniary conflict of interest.

7.5 All written and verbal communication regarding an application will only be with the applicant or the contact person listed in the application.

7.6 All grants are governed by Central Coast Council's Community Grants Policy.

7.7 All decisions of Central Coast Council are final, and no negotiations will be entered into.

8. Key Contacts

Grant Enquiries

Grants Team

Email: grants@centralcoast.nsw.gov.au

P: 02 4325 8861

Events Enquiries

Events Team

P: 02 4350 1624

Quotes and booking for Council Facilities (E.g.: Halls, theatres, and open spaces areas)

Council has a range of spaces available for hire via our online hall and venue finder and park and sportsground finder.

P: 02 4325 8222 or 4350 5555

Contact Details

* indicates a required field

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Organisation Details

Organisation Name *

Organisation Name

Organisation Postal Address

Address

Organisation Primary Phone Number *

Must be an Australian phone number.

Organisation Primary Email *

Must be an email address.

Website link

Must be a URL.

Are you auspicing this project for another group? *

☐ Yes ☐ No

No more than 1 choice may be selected.

If yes, the organisation is the auspicing body and the contact is the group being auspiced

Does your organisation have an ABN? *

☐ Yes
☐ No

Applicant Organisation 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

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ATO Charity Type [More information](#)

ACNC Registration

Tax Concessions

Main business location

Must be an ABN.

Contact for Application

Contact Name *

Title

First Name

Last Name

Name of Organisation *

Applicant Position *

Contact Number *

Must be an Australian phone number.

Contact Email Address *

Must be an email address.

Are you an employee or Councillor of Central Coast Council? *

☐ Yes ☐ No

No more than 1 choice may be selected.

If yes, you are not eligible to apply

Project Details

* indicates a required field

Project Title *

Brief project description of what you are applying for: *

Word count:

Must be no more than 25 words.

Provide a short description of your project - what are you out to do?

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Project Start Date: *

Must be a date.

CANNOT commence within two (2) months of the grant round closing date

Project End Date: *

Must be a date.

Main suburb your project will take place:

What venue (if any) will your project be located at?

Are you as the applicant, the owner of the property referred to in this application?

☐ Yes ☐ No

No more than 1 choice may be selected.

If you are not the owner of the property, you will need to attach a letter of consent from the legal owner of the property.

Detailed project description of what you are applying for: *

Word count:

Must be between 100 and 250 words.

Please select which objective from One Coast Community Strategic Plan 2018-28 your project best aligns with:

Click here to view [One – Central Coast, Community Strategic Plan 2018-2028](#).

Please select the main outcomes your project aims to achieve (Maximum 3): *

- ☐ Community benefit aligned to One Coast Community Strategic Plan 2018-28
- ☐ Greater opportunities for community members to be involved in community life
- ☐ Increased numbers of people feeling a strong sense of connection within their local community
- ☐ Increase in knowledge and appreciation of our local history, culture and diversity
- ☐ Improve quality of life
- ☐ Build community expertise, capacity, networks and skills
- ☐ Enhanced sense of local identity

No more than 3 choices may be selected.

Describe how your activity strives to achieve the selected outcome/s: *

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Word count:

Must be between 100 and 250 words.

Will your project be open for the use/attendance of the general public? *

☐ Yes ☐ No

No more than 1 choice may be selected.

How many people do you anticipate will benefit from your project? *

☐ 0-20 ☐ 20-50 ☐ 50-100 ☐ 100+

No more than 1 choice may be selected.

Describe how the community is involved in this project including any consultation that has taken place and what community support there is for the project: *

Word count:

Must be between 100 and 250 words.

How will you promote your project to the community? *

Word count:

Must be between 40 and 250 words.

Do you expect the project to continue after funding from the grant has ceased? *

☐ Yes ☐ No

If yes, how will your group manage and maintain this project without becoming dependent on continuing financial support from Council? *

Word count:

Must be between 100 and 250 words.

Considerations

To the best of your knowledge, what type of approvals, permits, licences will your group need to obtain:

☐ Development Consent

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- ☐ Traffic Committee/Road Closures
- ☐ Asset owner's approval
- ☐ Other:

Please note: If you are successful in receiving support from Council, this support does not replace any of the necessary paperwork and requirements of your event/activity. You are still required to complete and submit all necessary documentation.

If you selected any of the above, please provide evidence and include current status:

Attach a file:

Have you been dealing with a Central Coast Council staff member regarding this project? *

- ☐ Yes ☐ No

No more than 1 choice may be selected.

Please note: if you are successful in receiving support from council, this support does not replace any of the necessary paperwork or approvals required for your project. You are still required to complete and submit all necessary Council documentation.

If yes, who? *

Project Budget - Please note this section is MANDATORY

* indicates a required field

Application Budget Details

It is important to provide an accurate budget.

Please refer to Council's Fees and Charges to determine the cost of Council services: **insert link here**

Requested funding from Council can include cash and Council services' contributions.

Examples of Council Services

- * Hall Hire
- * Oval Hire
- * Waster Services
- * Traffic Management

The budget table also allows the applicant to show cash or in-kind service items (if any) they will contribute.

Some examples of in-kind services that an applicant can assist with include : volunteer time, supplies, materials or services.

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Volunteer time calculations: to calculate the volunteer time or labour your group contributes to the project, use the fee of \$30 per hour. For professional service or contractor fees, use the fee of \$75 per hour. To calculate community in-kind contributions, use the cost price of the supplies, materials or services contributed as a guide.

[illegible]**Total Amount Requested ***

This number/amount is calculated.

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

Total Project Cost *

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This number/amount is calculated.
What is the total budgeted cost (dollars) of your project?

Cost to participants (if any) *

\$

Must be a dollar amount.

Must be a dollar amount, if nil insert 0

If you make, a profit what will the profit be used for? *

Are you seeking funding from other sources? *

☐ Yes

☐ No

Amount of funding from other source/s: *

\$

Must be a dollar amount.

If no funding sought, insert \$0

Please attach evidence of other funding sought:

Attach a file:

Is the funding confirmed:

☐ Yes ☐ No ☐ Unsure

No more than 1 choice may be selected.

Please attach confirmation from Council's booking officer if using a Council venue:

Attach a file:

Please Attach Relevant Quotations

Two quotes **MUST** be supplied for **each capital work or equipment** item valued at **\$1000** or more.

Quotation 1:

Attach a file:

Quotation 2:

Attach a file:

Part Funding

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Priority Item	Amount requested from Council	Select Council Contribution - Council Services or Cash	Applicant Contribution: Cash	Applicant Contribution: In-Kind (dollar value of contributions)
	Must be a dollar amount.		Must be a dollar amount.	Must be a dollar amount.
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$
	\$		\$	\$

Part Funding Total

Part Funding Total

\$

This number/amount is calculated.

Documentation Check List- these documents are MANDATORY

New Section

Annual Report-please attach a copy of your most recent Annual Report , Form A12 or web address/link to your most recent Annual Report online

Attach a file:

Annual Report website link:

Must be a URL.

Signed Financials - please attach a copy of the most recent statement of financial position (balance sheet) and statement of financial performance (profit & loss, income statement) of your organisation signed by your Accountant/Finance Manager/Treasurer: *

Attach a file:

Not-for-profit status - for organisations that do not have an ABN - please attach a copy of your current Certificate of Incorporation or evidence of being a legally constituted not-for-profit organisation or Authority to Fundraise from NSW Office of Liquor, Gaming and Racing:

Attach a file:

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Public Liability Insurance - Place attach a copy of Public Liability Insurance Certificate of Currency, or a written quote, for this project, for a minimum \$20 million

Attach a file:

Support Material: please ensure all documents are aptly titled for identification

Attach Files:

Attach a file:

Please note: If you funding submission is incomplete, that is, if any of the required documents are missing without explanation, your application will be withdrawn from consideration and you will be notified accordingly.

Declaration and Privacy Statement

Declaration and Privacy Statement:

I certify that all details supplied in this application and in any attached documents are true and correct to the best of my knowledge, and that the application has been submitted with the full knowledge and agreement of the management of my organisation/group.

I have read the accompanying guidelines for applicants provided with this application form.

I agree that I will contact Central Coast Council immediately if any information provided in this application changes or is incorrect.

I understand that the information above will be used in accordance with relevant legislation and declare that this information is correct to the best of my knowledge.

I am authorised to complete this application and have read and understood the declaration and privacy statement *

☐ Yes

Name

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Position held

Date of declaration

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Must be a date.