FINANCIAL ASSISTANCE PROGRAM Application Form

SECTION 1: APPLICANT'S DETAILS — all applicants complete this section

The name of Your Project	Hartley Date Signing Project	
Name of the Organisation or person seeking financial assistance.	Hartley District Progress Association as Trustee of the Western Crossings Trust	
Address	hartleyprogress@gmail.com PO Box 123 Lithgow NSW 2790	
Postal Address	PO Box 123 Lithgow NSW 2790	
Name and position of the contact person	Ramsay Moodie Treasurer Western Crossings Trust	
Telephone, Fax and Email Address	Telephone:02 63552259 (bh)	
	Fax:	
	Mobile:	
	Email:ramsay.moodie@bigpond.com	
What legal status does your organisation have? (e.g. Incorporated Association etc)	Trust	
Australian Business Number (ABN) *	ABN 15 619 040 503	
Australian Company Number (if applicable)		
General Description of your Organisation	A charitable entity registered by the Australian Charities and Not for Profit Commission. See annual report at http://www.acnc.gov.au/AIS2013?ID=D7095F3E-	
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	Please list policies, insurer and policy number. Insurer - Certain Underwriters at Lloyd's and W.R. Berkley Insurance (Europe), Limited via Hostsure Underwriting Agency Policy Number BU146900717	
What is the time frame of your project?	Start Date:August 2017	
, , , , , , , , , , , , , , , , , , , ,	End Date:September 2018	

If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

\$2,800

Must agree with amount stated in this application's budget in section 5) (amount EXCLUSIVE of GST)

SECTION 2: PROJECT / PROGRAM DESCRIPTION

PLEASE tick one of the following boxes

RECURRENT	FINANCIAL ASSISTANCE
Regior Tidy To Tidy To	w Show, Lithgow Business Association, Ironfest, Western Academy of Sport, White Ribbon Day, Portland Art Show, Lithgow owns, Wallerawang Tidy Towns, Portland Tidy Towns, Cullen Bullen owns, Lithgow Golf Club, Portland Golf Club, Lithgow Information and courhood Centre Rental Assistance
	School Prize Giving - total \$50 per school in LGA p.a.
NON-RECURI	RENT FINANCIAL ASSISTANCE
	Local projects and activities with a demonstrated broad community benefit - Generally up to \$3,000 p.a.
	Applications For Rate Reimbursements — General Land Rates only and available for non profit organisations only
	Waiver of Council fees and charges
	Schools: Local projects and activities of schools within Council's area where those projects demonstrate partnership with and benefit to the wider community.
referred to the	INANCIAL ASSISTANCE – ALL applications under this category are Council's Sports Advisory Committee for their recommendation – note if team member applies the financial assistance will be split between team
	Junior Regional Sporting representation – up to \$100 p.a.
	Junior State Sporting representation – up to \$300 p.a. Junior
	National Sporting representation – up to \$500 p.a.

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What outcomes and benefits will your	project have for the communit	y?
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What community consultation has co lot has been widely supported and acclaimed List the organisations actively involv ORGANISATION	nfirmed the need for this program do by the Hartley Vale Community ed in the project / program. CONTACT PERSON Ramsay Moodie	Contact telephone number 02 6355 2259

SECTION 4: BUDGET - IMPORTANT - all applicants must complete this section.

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

Proposed Income:	Amount
Proposed Expenses: → Manufacture of ten date signs by Lithgow Valley engineering identical to the twelve already manufactured and funded by Council in 2013 → Artwork and printing of 1000 Hartley Valley Secret Treasurers brochures developed off trial work funded by Lithgow Branch of the national Trust and attached hereto	Amount \$5000 \$600
TOTAL COST OF PROJECT	\$5600
TOTAL COST OF FUNDING SOUGHT	\$2800

LCC has already funded 50% of this in a community grant. The receipt of additional funding will enabe project to proceed.

SECTION 5: IMPLEMENTATION SCHEDULE

KEY MILESTONE	TIME FRAME
Date signs to be manufactured immediately for progressive finish and	August 2017
installation over the next twelve months.	August 2018
Production of brochure to be finalised asap	April 2018
Printing of brochures and distribution to tourist outlets	June 2018

SECTION 6: DECLARATION – ALL applicants to complete this section.

On behalf of: The Western Crossings Trust
(name of the organisation, if applicable)
I declare that the information provided above is complete and correct.
Signed:
Print Name: Ramsay Moodie
Position in organisation: Treasurer
Address: Southleigh 573 Browns Gap Road Hartley 2790
Contact telephone numbers:02 6355 2259
Email address: ramsay.moodie@bigpond.com
Date:15 th August 2017



Date Signing our Heritage

A proposal to erect visible date of origin signs on heritage assets located in the Hartley Valley

1. Introduction

The Hartley Valley community has long recognised the significance of the events of 1813-1818, the opening of the way to the west. An opening that led to the development of grazing, farming, transport services, mining, metallurgy, manufacturing and urban settlement in this area west of the mountains. The local community recognises that the 200th anniversary of the three explorers' traverse of the Hartley Valley in 1813 presented major challenges and opportunities to tell a new story - not just of the crossing of the Blue Mountains, but of a turning point in the fates of both the colonists and the indigenous peoples.

In 2010 under the auspices of the Hartley Valley Progress Association a committee was established to consider appropriate ways to commemorate the crossing of the Blue Mountains by Europeans in 1813, to consider the consequences of the crossing and to tell the story of the Hartley Valley as a vital chapter in Australia's story. These include a range of functions and activities, the creation of a monument, various functions associated with the inauguration of the monument, a photographic exhibition and a history conference and a project to date sign significant heritage items located within the valley, the subject of this proposal.

This proposal describes a project to install date signs on some fifty Aboriginal and European heritage assets located within the Hartley Valley. The object of the project is to focus the attention of travellers transiting the valley on the rich array of heritage assets within the valley with a view to encouraging them to stop and explore. Associated elements of the project involve the development of interpretive material and maps referenced to the date signed assets, support material intended to enable viewers to form a deep understanding of the role the valley has played in the economic and social development of the region and inland Australia generally.

2. Background

a. Location

Located 120 kilometres west of Sydney, the Hartley Valley lies between the historic Blue Mountain towns of Mt Victoria and Lithgow and has at its heart the National Estate Listed Hartley Village. It is a tiny tranquil valley that runs back up into the historic oil shale mining village of Hartley Vale, also a listed heritage asset. A valley, bounded on each side by the 300 metre precipitous escarpments of the Blue Mountain plateau and drained by the River Lett (itself an historical spelling error having being noted on surveyor Evans' sketch map as a riverlett) which in turn flows into the Cox's River that feeds Sydney's main water supply, Warragamba Dam.

The valley is the pass that facilitated the development of Western New South Wales. It's discovery led to the immediate development of the valley as agricultural land with a well developed service sector serving the needs of those making their way to the Bathurst plans and places further west. Those early settlers have left their mark in tracks, buildings, tree plantings, gravesites and in the boundary lines of their early land grants that are still clearly

visible in the landscape today. This is a significant cultural landscape giving a deep insight into early colonial rural development.

b. The Hartley Valley a Heritage Treasure Chest

The Hartley Valley is both beautiful and of outstanding historical significance, given the concentration of heritage assets that lie within the valley. It is often described as "the most historic inland valley in Australia" containing:

- More than twenty early historic buildings, many having been built between 1820 and 1850, still occupied and in good condition and listed in the State Heritage Register.
- The remnant remains of three convict/military stockades and many early settler home sites, the latter often marked by no more than some hearth stones or a ruined chimney.
- A number of significant indigenous heritage sites (including known grave sites) including the immensely culturally significant Hyde Park site dedicated by the Colonial administration as a park in 1881.
- Several heritage cemeteries containing the graves of early settlers and convicts and including the grave of Henry Lawson's father.
- A nineteenth century industrial site in the Hartley Vale village, once a village of approximately 600 people manufacturing kerosene and candles for Victorian Sydney.
- The remains of the incline railway that traversed the 300 metre escarpment to serve the Hartley Vale site, together with the railway infrastructure (1860s) that connected the site to the main western line.
- Numerous farm and residential properties of historical significance that date prior to Federation, mostly listed in the Heritage Register in the Local Environment Plan
- The valley floor access to six historic roads down the escarpment, four of which bear the marks of convict picks. Convicts despatched in the reigns of George III, George IV and William IV.
- The town plans for three Victorian subdivisions.
- In addition the valley is littered with historical artefacts, sandstone blocks bearing convict marks, early convict bricks, ancient bottles and the remains of the Hartley Vale industrial site, a once rich source of bits and pieces for use on local farms.

 And perhaps most significant of all:
- the vista from Mt York, won by Blaxland, Lawson and Wentworth when they succeeded in their historic crossing of the mountains in 1813. A vista into the valley, which was named by Governor Macquarie on Saturday 29th April 1815 "Clwyyd after the vale of the same name in Wales" and which itself is listed in the Local Heritage Register.

The Hartley Valley is an historic gem, a score of European settlement heritage assets dating from the first hundred years of settlement, delineated by an escarpment that stands as ruggedly beautiful as the day it was first seen through European eyes . Furthermore it remains a tranquil rural place much as it was in the mid nineteenth century, all the more significant for its proximity to a city of 5 million people within two hours drive. What it is, what is within it, and it's potential as a heritage destination within two hours

drive of Sydney can be the foundation of its future, the source of its preservation, a heritage inspiration for visitors and a source of long term value for its residents.

c. Heritage as a source of value

The above all said the historic significance of the Hartley Valley is pretty much a secret. Ask the average traveller from Sydney and they have no idea, beyond the Hartley Historic Village site if you are lucky. Little has been done to promote it, so few know.

The tranquil rural charm, the spectacle provided by the escarpment and the plethora of heritage assets represent a huge potential. A potential to make people appreciate the Hartley Valley as a tourist destination of national significance and as a place to live.

To those running tourist businesses in the valley heritage appreciation can translate into more heritage tourism based trade. More visitors means more coffees, more visits to open historic venues, more overnight stays, more purchases of local production. Increased revenues are then reflected in increased business values.

To those living in the valley it will potentially enhance the value of their properties. City folk looking for a 'place in the country' as either a secondary (holiday) or primary residence invariably seek tranquillity, proximity to services (city) and a picturesque location. In addition they look for a factor that makes the location of their 'place' special —the Hartley Valley has huge potential to be seen as a special place of national significance because of its European heritage assets. Land values reflect supply and demand. More demand because of more people desiring to live in the Hartley Valley will progressively mean higher land values.

Enhanced visitor based business revenues and higher land and business values will progressively enrich the valley. This enrichment itself will provide an environment conducive to the better preservation of the Hartley Valley's heritage assets for future generations, with funds to preserve heritage assets and a reason to do so. The first step down this path is to build an appreciation in the minds of travellers that in travelling through the valley they are traversing a special place, a place loaded with European and Aboriginal heritage assets.

3. Date Signing our heritage assets

As a first step in lifting an appreciation of the Valleys heritage assets it is a proposed to install a date (of origin/building/etc) sign to mark heritage buildings and other heritage assets located in the Hartley Valley. The signs in question would be large enough to be viewed comfortably at a distance of 50 metres and robust enough to withstand the rigours of weather and time. They would need to be tasteful in order to be acceptable to owners and residents of such properties and would need to be of limited content (eg c1823) in order that they would be acceptable to Council and RMA regulators.

The installation of clearly visible/readable signs will have an immediate effect of catching driver attention to the antiquity of the various building located in the valley especially

those along the highway. Their simplicity will ensure one message only is conveyed - 'Very Old'. Building on this first step will be the development of some appropriately sited maps of the valley showing the names, building dates and locations of heritage assets within the valley. In a further development the various locations will be cross referenced to a data base of information relating to the various properties/places. At the simplest level, this could be made available in hard copy, but could be enhanced by delivery through a dedicated local FM broadcast or say an Iphone app. The provision of supportive glove box maps and interpretive material - for tourists interested in an 'off highway' tour of the valley's back roads - will be an early complement that could be developed as part of the whole project of linking places to interpretive material. The material in the Lithgow City Council 1990's historical survey of the region represents a rich source from which to build such a linked briefing resource.

Whilst it is proposed to limit this project to Hartley Valley heritage assets, it is appreciated that the concept may lend itself to expansion to other areas in the district, the whole of which has enormous largely untapped heritage tourism potential. Because of its simplicity, such date signing could easily be implemented in other areas as a complement to already existing heritage signage.

The initial signage proposed is merely a discrete date sign. It is intended to be simple in the extreme as a first step - an oval dark coloured sign bearing a light coloured date. It is proposed however that the basic sign could be added to in future, by allowing space immediately below it to install a small banner sign. This could be used to add a reference number to each location to help to cross reference sites to interpretive material. A key requirement of the basic, and any further signage, would be to ensure the signage was not distracting for drivers.

In order to achieve a high level of consistency and recognition of the date signing arrangement it is proposed that even properties that already display a date (e.g. Rosedale) should additionally be date signed in the proposed new format

4. Project stages

a. Settlement of Sites List

Attached is a draft list of potential sites worthy of recognition (Appendix 1). It generally reflects properties and places that are listed as heritage items in the current Lithgow City Council (LCC) Land Use Strategy document that is the precursor to the new LCC Local Environment Plan. The appendix hasn't been prepared by reference to date based criteria, but more on a broad 'what's interesting' assessment without any regard to accessibility or even visibility in some cases. It has been a desire to provide some recognition that the valley was an important place to Aboriginal people and to provide a platform for further development of that theme. Prior to proceeding to stage two work will be undertaken to validate and record the source of the dates attributed to each property/place

b. Preliminary publication

To start the process of socialising this proposal with the community it is intended to publish a list of the heritage properties concerned through the Hartley District Progress Association Newsletter. This publication will invite the correction of build dates as an element in the validation and settlement of the heritage assets listed in the proposed date signed properties list.

c. Socialisation

After the initial publication of heritage assets list, a more formal process of socialising the proposal to date sign properties will commence. At this stage owners of properties proposed for date signing will be consulted to seek their views and their agreement to the proposal as a whole, and specifically to erect a date sign outside their property. This will probably be done by calling a meeting of affected owners that can be used to ascertain their reaction - both en masse, and individually - to the proposal. It is envisaged that a mock up of the proposed signage would be available to inform this process. At the completion of this consultation, all individual owners who accept the proposal will be invited to sign a memorandum of agreement relating to the installation of the sign adjacent to their property. To assist in this process some of the final detail relating to signage design will be allotted to the larger property owner group.

d. Map publication

Contemporaneously with the consultation process outlined above it is proposed to publish a map of the valley naming and dating the various heritage items located in the valley. This map on A3 paper could be a pre cursor of information maps in large scale that might at a later stage be mounted at appropriate locations near to each entrance to the valley.

e. Date signing

This principle element of the project will be delivered by installing each of the custom made date signs adjacent to each of the properties who have agreed to the display of such signage. It is envisaged that such work might be undertaken by Lithgow City Council

f. Data base establishment

The final stage in this program will entail the development of interpretive material relating to each of the date signed locations. The material assembled in the Lithgow Heritage Study completed in the late 90s might be a primary source for the development of this data base. This stage of the project could be delivered in various ways, and lends itself to being made accessible through an ever-increasing range of inspiring technical solutions as a secondary stage. In the first instance this element of the program will be achieved by the production of a simple cross referenced set of hard copy interpretative notes.

5. Timeline

Action	Completion date
Peer review including Wendy Hawkes	June 2012
Initial application to council for in principle agreement of proposed	
signage and determination of whether DA required	July 2012
Completion of draft list of heritage assets proposed for signage	July 2012
Grant application (RAHS NSW Heritage Grants Drives and Walks)	20 th July 2012
Completion of prototype of a sign	August 2012
Application to RMA for agreement to highway signage	August 2012
Drafting complete on owner date signage agreement	Sept 2012
Community publication of Hartley Valley Heritage Signage proposal	Sept HDPA NL
Invitation to property owners to meet to consider the proposal	Sept 30th
Meetings with owners of properties proposed for signage	October 2012
Settlement of final list of properties to be date signed	December 2012
Funds availability checkpoint	December 2012
Sign posts/date medallions manufacture commences	April 2013
Initial wave of installations commences	May 2013
Installation complete	Mid to late 2013

6. Costs and Funding

Costings for the production of the signs have been obtained from Lithgow Valley Engineering based on the drawings at annexure ii. Whilst the required pipe bend cannot be done in Lithgow quotes were obtained from a Victorian firm as a subcontractor. Based on quotes received the a price of \$248 plus GST has been established as an indicative price for the post structure and the date medallion assembled and powder coat finished in a single colour. This pricing has been based on an assumption of manufacturing runs of twenty per time.

The current proposal from Lithgow Valley Engineering suggests stock lettering, available in 3mm steel plate, be used, each powder coated and affixed to the date medallion using tamperproof fittings. With each letter costing \$3 plus GST an allowance of \$50 plus GST has

been made for this element of the work for an all up cost of say \$300 per sign. Assuming the support of Lithgow City Council in the installation of signs without any charge, this costing would suggest a total project cost for say 40 date signs of \$12,000. Some mechanism will need to be found to enable recovery of the GST input tax credit. Perhaps purchase can be effected through Lithgow City Council.

The current costings are based on the design proposed and have been the subject of only one quotation. As the project proceeds and is subject to broader and more expert assessment (e.g. by Lithgow City Council signage experts) potential may be indentified to lower the cost of each sign. Similarly, obtaining quotes from other suppliers, including expert sign manufacturers, may lead to better pricing.

It is proposed to apply for a grant of \$10,000 in the current round of the New South Wales Government Heritage Grants - Drives and Walks section. Further funding might be sought from other grant providers, commercial sponsors or private subscriptions. In the event of lesser funding being available the project would be able to be delivered progressively, for instance, over a two year term.

7. Specifications of Signage

It is important that the signage is attractive to property owners, that they will desire to have the signs installed. Additionally the signage needs to be robust to ensure its durability, and well finished to ensure it will not corrode. An overriding requirement is that it be safe. The following is a 10% miniature of the proposed signage medallion in a suggested colour scheme. The colour scheme proposed may be varied to reflect any better scheme that might emerge through the process of stakeholder consultation



Attached is a diagram of the proposed signpost, together with a date medallion. (Appendix 11) The sign itself is a metal oval some 380mm long and 250mm high (bearing the year date sign e.g. c 1823) affixed into a post structure that is an inverted U of 40mm galvanised pipe having a curve that matches the curve of the oval date sign. The inverted U will stand 900mm above ground level with a further 500mm below ground embedded in concrete. The oval sign is intended to be constructed from 6mm steel plate which will be affixed to a flat strap of 50 x 4mm strap welded across the inverted U just before the curve at the top, such that the oval sign can be affixed with rivets in such a way that the sign will nestle within the inverted U, its edges made safe by the surrounding pipe. The date sign and the post structure will be powder coated to provide a hard glossy finish.

8. Miscellaneous Considerations

a. Privacy

The process of date signing is not intended to detract in any way from the right of quiet enjoyment of property owners. All material produced in relation to this date signing program will emphasise the fact that signing is for information only and doesn't imply any invitation to enter signed properties. It should be noted that Rosedale at the foot of Victoria Pass has been signed as an 1839 building for many years without consequence.

b. Liability

Consideration needs to be given to the issue of risk and liability associated with the installed signs. Whilst designed with safety in mind there is always the possibility of an accident arising as a result of location or untoward circumstance. Some legal advice will be taken on this issue. The ideal solution will be to have the project delivered by Lithgow City Council. Such an arrangement would probably be viewed positively by affected residents, and enhance their willingness to participate.

c. Tendering

Whilst indicative quotes have been received there may be benefit in utilising a more rigorous tender process. This might be achieved by using Lithgow City Council resources or assistance.

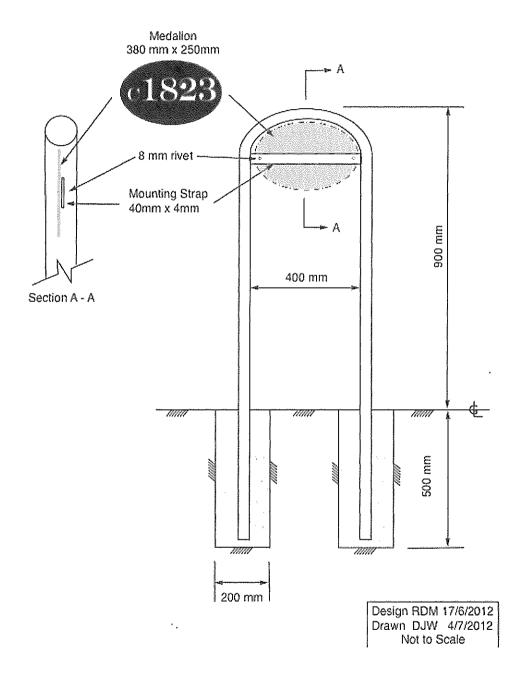
Appendix 1 List of Sites

Date Signing our Heritage List of relevant heritage assets

1	Ambermere	1846	
2	Meades Farm	1860	
3	Bungarribee	1859	
4	Hartley Catholic cemetery	184?	
5	Hartley Court House	1837	
67	Crazy Cottage	1872?	
8	Farmers Inn	1840s	
9	Fernhill	1858	
10	Harp of Erin	1832	
11	Williams Store (Harp of Erin extension)		
12	Ivy Cottage	1850s	
13	Shamrock Inn	1841-56	
14	Hyde Park	1881	
15	Billesdene Grange	1831	
16	Old Trahlee	1840	
17	Royal Hotel	1849	
18	Rosedale	1839	
19	St Bernards Catholic	1842	
20	St Bernards presbytery	1842	
21	St Johns Anglican church	1859	
22	Comet Inn	1879	
23	Collitts Inn	1823	
24	Collitts cemetery	1841	
25	Collitts Inn Aboriginal Axe Sharpening Grooves	1788	
26	Moyne farm	1820	
27	Moyne Farm cemetery	18??	
28	Coxs road	1814	
29	Lawson Long Alley road	1823	
30	Lockyers pass road	1828	
31	Victoria Pass viaduct	1832	
32	Bells Line siding road	1826/1880	
33	Berghoffers pass	1912	
34	Blackmans cemetery	184?	
35	Hassans walls cemetery	184?	
36	Hartley School House	1881	
37	Hartley Vale school house		
38	Hartley Vale incline railway	1880?	
39	Hartley Vale works	1876	
40	Nioka	18??	
41	Bonnie Blink	1885/6 Pat Connell	
42 .	Eliza Rodd's grave	1828? 1831 actually	
43	Glenroy Governor Macquarie Camp site	1815	
44	Glenroy stockade	1816	
45	Hassans Walls Stockade	18??	
46	Victoria Stockade site	183?	
47	Bicentenary Western Crossings Reflection Site	2013	

Dating Our Heritage Signage Proposal

50 mm gal. steel pipe with top bend to accomodate top of Date Sign Medallion. Medallion fixed with 8 mm rivetts to 40mm x 4mm strap welded to top of poles. The whole to be hot dipped galvanised and powder coat finished





FINANCIAL ASSISTANCE Application Form

SECTION 1: APPLICANT'S DETAILS — all applicants complete this section

The name of Your Project	BACK TO HARTLEY	
Name of the Organisation or person seeking financial assistance.	HARTLEY ADVISORY COMMITTEE	
Address	"FARMERS INN" Old Great Western Highway	
	Hartley Historic Site, Hartley NSW	
Postal Address	As Above	
Name and position of the contact	Margaret Combs – Secretary Hartley Advisory	
person	Committee	
Telephone and Email Address	Telephone: (bh)0263552192	
	Fax: N/A	
	Mobile:0419 433 013	
M/bat logal status does your	Email: high.rocks@live.com.au	
What legal status does your organisation have? (e.g. Incorporated Association etc)	Government Advisory Committee constituted under Section 24 of the National Parks And Wildlife Act 1974	
Australian Business Number (ABN) *	30 841 387 271	
Australian Company Number (if applicable)		
General Description of your Organisation	To provide community input into the management of Hartley Historic Site and to act as a customer service Council.	
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	Please list policies, insurer and policy number. NSW Government Treasury Managed Fund - Certificate of Currency attached	
What is the time frame of your project?	Start Date: 29 October	
	End Date:29 October	

If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

\$4,5000

AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

Must agree with amount stated in this application's budget in section 3) (amount EXCLUSIVE of GS))





AAI Limited trading as GIO ABN 48 005 297 807 18 Jamison Street Sydney NSW 2000 GPO Box 2601, Sydney NSW 2001 Telephone: 02 8121 1183 Fax 02 8121 0690

Monday, 19 June 2017

Reference: TMF 007 - 1718

Office of Environment & Heritage-National Parks and Wildlife Service,

CERTIFICATE OF CURRENCY - NSW TREASURY MANAGED FUND

Insurance and Care NSW (icare) administers the New South Wales Government self insurance scheme called the Treasury Managed Fund (TMF). The TMF was established to manage the New South Wales Government's self insured assets and liabilities. It provides cover for all asset and liability exposures (other than compulsory third party insurance) for NSW Government Agencies that are members of the TMF.

This certificate of currency confirms that from Saturday, 1 July 2017 to Saturday, 30 June 2018 OEH - National Parks and Wildlife Service is a member of the TMF. Cover is provided in accordance with the TMF Statement of Cover. This means that the OEH - National Parks and Wildlife Service, and their employees and volunteers, are fully covered for their legal liability to any third party arising out of their approved activities worldwide.

Cover includes, but is not limited to:

- 1. Legal liability inclusive of:
 - a. Public Liability for an amount of 100 Million
 - b. Professional Indemnity for an amount of \$100 Million
 - c. Directors & Officers for an amount of \$100 Million and
 - d. Product Liability for an amount of \$100 Million

Identifier No: MF100177

Inception Date: Friday, 30 June 1989

The TMF Statement of Cover provides further guidance on coverage.

NOTE: GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

Mona Bechara - Client Services Manager

- The state of the

NSW Treasury Managed Fund Phone No: (02) 8121 3611 Email: mbechara@gio.com.au

SECTION 2: APPLICATION / PROJECT DETAILS — all applicants to complete.

Briefly describe your request/project. If required, attach additional details.

Back to Hartley is a community event organised by the Hartley Advisory Committee in conjunction with the National Parks and Wildlife Service and volunteers from the local community. The Event raises awareness of the heritage of Hartley, the broader Lithgow Local Government Area and raises much needed funds for local charities and not for profit organisations.

Is your project new? Select one NO

If you answered no, please provide some information that illustrates the new part of an existing project that you are seeking funding for.

Demonstrations and lessons in traditional Irish Dancing and Indigenous dancing

What are the aims of the request/project?

To raise awareness of the history and heritage of Hartley Village.

To provide an opportunity for the community to actively participate in an event with NPWS that benefits local charities and not for profit organisations.

How will your request/project assist members of the Community?

The event provides the community with an inexpensive day out that promotes the local area to tourists and also provides display and links to local organisations such as the RFS, VRA, Police and HDPA

What outcomes and benefits will your project have for the community?

- Visitors to the site will experience markets selling high quality handmade art, craft sourced predominantly from Lithgow LGA and the Central West.
- High quality entertainment provided by Lithgow Folk Club, and other community groups
- High quality food and beverages predominantly from Lithgow LGA and the Central West.
- Activities for children inclusive of petting zoo, face painting, rock wall, pony rides and other activities

- Community involvement from Lithgow Council, Hartley District Progress
 Association, Hartley RFS, Lithgow Community Transport, Galloping Gumnut
 child Services and other groups.
- NPWS working with its community to raise funds for local charities/non-profit organisations.
- An inexpensive family event.

Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity.

The event encourages active partnership between groups and individuals within the broader local community, the Hartley Advisory Committee and the National Parks and Wildlife Service to deliver a high quality product.

Individuals donate their time to manage sound systems, run petting zoo, entertain – Lithgow Folk Club. As well as organisations such as Police RFS and VRA have a presence – allowing members of the public to interact with them.

The event also locks in with Lithgow Councils Halloween Event on the 28th October, it allows for joint marketing and co-operation between our Committee, NPWS and Lithgow Council.

Back to Hartley has now be run successfully for the past five years 2012 - c.4,000 visitors, 2013 c. 1,500 visitors (numbers impacted on due to bushfires), 2014 - c. 2,700 visitors and 2015 - c. 3,500; 2016 - c. 4,500.

In 2016 \$9,000 was raised for the nominated charity.

Back to Hartley 2015 was voted Event of the Year in Lithgow Councils Australia Day Awards

What community consultation has confirmed the need for this program?

Regular meetings during the course of the year and members of the Committee have regular discussions with various sections of the broader community.

List the organisations actively involved in the project / program.

ORGANISATION	CONTACT PERSON	Contact telephone number
Pam Day -Petting Zoo		63552114
Lithgow Motorcycle Club	Geoff Dreeves	0417200150
Hartley RFS	Jed Peters	hartleycaptain@live.com.au
Hartley RFS Canteen	Doreen Peters	63552139
Lithgow VRA	Ian .	0428317872
Arts Out West	Tracey Callinan	633849657
Galloping Gumnut	Carol Drummond	63523798
Lithgow Living History	Ian Rufus	ian.rufus@gmail.com

SECTION 3 : BUDGET - IMPORTANT - all applicants must complete this section.

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

Proposed Income: Laser Tag Stall holder fees Sponsorship funds raised by Hartley Advisory Committee NPWS cover staff cost from recurrent budget NPWS cover advertising and signage from recurrent budget	Amount \$900 \$1250 \$4000 \$19300 \$3,500
Proposed Expenses: Planning Cost over 12 months NPWS Staff on Day Volunteer in kind labour on day Staff/volunteers for clean up Sound system Reptile Show VRA Advertising and signs Folk Club and Living History Laser Tag Irish dance group and Indigenous Dance Group	Amount \$11300 \$5500 \$4000 \$2500 \$1100 \$900 \$500 \$3500 \$900 \$1000 \$4,500
TOTAL COST OF PROJECT TOTAL COST OF FUNDING SOUGHT	\$35,700 \$4,500

If you are purchasing equipment or are planning a capital improvement to an asset, 2 quotations for the goods/services need to be attached to your application.

SECTION 4: IMPLEMENTATION SCHEDULE

Detail your plan for project development, implementation and project management.

KEY MILESTONE	TIME FRAME
Project Plan	Feb 2017
Stall Holders EOI	April 2017
Raffle – Print and distribute tickets	April 2017
Sponsorship Letters	May 2017
Stall Holders/Displays	August – Oct
	2017
Entertainment	August 2017
Media Marketing Plan	August 2017
Site Planning – parking, stalls etc	September
	2017
	A STATE OF THE STA

SECTION 5: DECLARATION - ALL applicants to complete this section.

On behalf of: HARTLEY HISTORIC SITE ADVISORY COMMITTEE
(name of the organisation, if applicable)
I declare that the information provided above is complete and correct.
Signed: Acombo
Print Name: NARGARET COMBS
Position in organisation: SECRETARY
Address: POBOX 171 LITHGOW NSW 2790
LITHGOW NSW 2790
Contact telephone numbers: じょしろちもコマス
Email address: high rucks a live com au
Date: 7 8 2017



FINANCIAL ASSISTANCE Application Form

SECTION 1: APPLICANT'S DETAILS — all applicants complete this section

Section		
The name of Your Project	Christmas In Hartley	
Name of the Organisation or person seeking financial assistance.	HARTLEY ADVISORY COMMITTEE	
Address	"FARMERS INN" Old Great Western Highway	
	Hartley Historic Site, Hartley NSW	
Postal Address	As Above	
Name and position of the contact	Margaret Combs – Secretary Hartley Advisory Committee	
person		
Telephone and Email Address	Telephone: (bh) 0263552192	
	Fax: N/A Mobile: 0419 433 013	
	Email: high.rocks@live.com.au	
What legal status does your organisation have? (e.g. Incorporated Association etc)	Government Advisory Committee constituted under Section 24 of the National Parks And Wildlife Act 1974	
Australian Business Number (ABN) *	30 841 387 271	
Australian Company Number (if applicable)		
General Description of your Organisation	To provide community input into the management of Hartley Historic Site and to act as a customer service Council.	
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	Please list policies, insurer and policy number. NSW Government Treasury Managed Fund - Certificate of Currency attached	
What is the time frame of your project?	Start Date: 2/12/17 End Date: 2/12/17	
		

If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form

AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

\$10,000





AAI Limited Irading as GIO ABN 48 005 297 807 18 Jamison Street Sydney NSW2000 GPO Box 2601, Sydney NSW2001 Telephone: 02 8121 1183 Fax 02 8121 0690

Monday, 19 June 2017

Reference: TMF 007 - 1718

Office of Environment & Heritage-National Parks and Wildlife Service,

CERTIFICATE OF CURRENCY - NSW TREASURY MANAGED FUND

Insurance and Care NSW (icare) administers the New South Wales Government self insurance scheme called the Treasury Managed Fund (TMF). The TMF was established to manage the New South Wales Government's self insured assets and liabilities. It provides cover for all asset and liability exposures (other than compulsory third party insurance) for NSW Government Agencies that are members of the TMF.

This certificate of currency confirms that from Saturday, 1 July 2017 to Saturday, 30 June 2018 OEH - National Parks and Wildlife Service is a member of the TMF. Cover is provided in accordance with the TMF Statement of Cover. This means that the OEH - National Parks and Wildlife Service, and their employees and volunteers, are fully covered for their legal liability to any third party arising out of their approved activities worldwide.

Cover includes, but is not limited to:

- 1. Legal liability inclusive of:
 - a. Public Liability for an amount of 100 Million
 - b. Professional Indemnity for an amount of \$100 Million
 - c. Directors & Officers for an amount of \$100 Million and
 - d. Product Liability for an amount of \$100 Million

Identifier No: MF100177

Inception Date: Friday, 30 June 1989

The TMF Statement of Cover provides further guidance on coverage.

NOTE: GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

Mona Bechara - Client Services Manager

NSW Treasury Managed Fund Phone No: (02) 8121 3611 Email: mbechara@gio.com.au

The state of the s

Must agree with amount stated in this application's budget in section 3) (amount EXCLUSIVE of GST)

SECTION 2: APPLICATION / PROJECT DETAILS — all applicants to complete.

Briefly describe your request/project. If required, attach additional details.

Christmas at Hartley is being developed as a low cost family affair with the NPWS and Hartley Advisory Committee converting the former Corneys Garage into a winter wonderland. Where families can have Santa photos taken at a low cost and children can experience a Santa experience without all the commercial hype and travelling expenses.

Local School choirs will be invited to perform at the event which will also include twilight markets. It is also envisaged that a number of buildings will be lit up for the Christmas period to enhance the wonderland experience.

Is your project new? Select one YES

If you answered no, please provide some information that illustrates the new part of an existing project that you are seeking funding for.

What are the aims of the request/project?

To provide the community with a low cost family experience and to engage with various sections of the community such as schools promoting the Christmas joy.

How will your request/project assist members of the Community?

The project will allow members of the broader community to actively engage and participate in the event and will provide local schools with an opportunity to perform in a unique/happy environment. Bringing fun and joy to the community.

What outcomes and benefits will your project have for the community?

The project will raise the profile of Hartley and Lithgow in the broader community from Penrith to Bathurst and will have a positive impact on tourism development. The local community will not have to leave the area to experience a significant Christmas Event where Santa photos can be had for a reasonable price, thereby ensuring less cost for people.

Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity.

The Christmas event will provide an opportunity for extended families to catch up in a low key commercial environment to enjoy the start of the Christmas period. It will provide an opportunity for grandparents and other members of the extended family to watch their relatives sing in Christmas Choirs promoting an family experience.

What community consultation has confirmed the need for this program?

There has been considerable discussion with various members of the community.

List the organisations actively involved in the project / program.

ORGANISATION	CONTACT PERSON	Contact telephone number
In process of contacting schools and other choirs		

SECTION 3 : BUDGET - IMPORTANT - all applicants must complete this section.

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

Proposed Income: Santa photos Stall holder fee Staffing from NPWS Recurrent and Volunteers Garage Set up cost from NPWS Advertising – NPWS Recurrent	Amount \$5,000 \$1250 \$4500 \$3000 \$2000
Proposed Expenses:	Amount
Display Set up for Garage Light display for buildings Staffing plus Volunteers Hire of lights and generators Signage Hire photographic equipment Advertising	\$6000 \$6,000 \$4500 \$2500 \$1500 \$2500 \$2,000
TOTAL COST OF PROJECT	\$25,000
TOTAL COST OF FUNDING SOUGHT	\$10,000

If you are purchasing equipment or are planning a capital improvement to an asset, 2 quotations for the goods/ services need to be attached to your application.

SECTION 4: IMPLEMENTATION SCHEDULE

Detail your plan for project development, implementation and project management.

KEY MILESTONE	TIME FRAME				
Draft design Garage Layout	July 2017				
Approach Schools and Choirs	August 2017				
Media plan	August 2017				
Production of materials for Garage	Sept to Dec				
	2017				
Set up	November 2017				

SECTION 5: DECLARATION - ALL applicants to complete this section.

On behalf of: HARTLEY HISTORIC SITE ADVISORY COMMITTEE
(name of the organisation, if applicable)
I declare that the information provided above is complete and correct.
Signed:
Print Name: MARCIARET COMBS
·
Position in organisation: SECRETARY
•
Address: POBOX 171 LITHGOW NSW 2790
Contact telephone numbers: Cd 6355 a192
Email address: high rucks the com au
Date: 7 8 2017
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FINANCIAL ASSISTANCE Application Form

SECTION 1: APPLICANT'S DETAILS - all applicants complete this section

The state of the s	Establishment of a Wallerawang Men's Shed
The name of Your Project	
Name of the Organisation or person seeking financial assistance.	Wallerawang Memorial Men's Shed Inc.
Address	Lot 1 Tweedie St Wallerawang
Postal Address	32 Lyon Prd Wallerawang NSW 2845
Name and position of the contact person	lan McMillan Secretary
Telephone and Email Address	Telephone: 02 63551635 (bh) (ah)
	Fax:
	Mobile:0448926621
	Email:patnmac1@bigpond.com
What legal status does your organisation have? (e.g. Incorporated Association etc.)	Incorporated Association
Australian Business Number (ABN) *	No ABN Inc. #. INC1700614
Australian Company Number (if applicable)	
General Description of your Organisation	Local Men's Shed in line with the Australian Men's Shed Association
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state policy numbers. (Council may request a copy of certificates of currency.)	Please list policies, insurer and policy number. Yes. Chubb policy # 93397884 CGU policy # 01R0184500
What is the time frame of your project?	Start Date: 31st May 2017
	End Date: 31st May 2018

If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

\$5000.00

SECTION 2: APPLICATION / PROJECT DETAILS — all applicants to complete.	
Briefly describe your request/project. If required, attach additional details.	
We are in the process of establishing an operational Men's shed in Wallerawang, the process involves:	
 Lease of the Wallerawang Memorial Hall from council and upgrading to suit our needs 	
Putting insurances in place	
 Establishment of Incorporated Association We are heavily reliant on community donations for the purchase of tools /equipment 	
a MAG 31G HERMAN LCHICH COMMISSING GOVERNOUS IN THE PARTITION OF THE PARTI	
Is your project new? Select one YES NO N/A If you answered no, please provide some information that illustrates the new part of	
an existing project that you are seeking funding for.	
What are the aims of the request/project?	

As above	
How will your request/project assist members of the Community?	
 We will provide a place for men to come and be involved in constructive project the community or to simply drop in and have a cuppa for company We have a no discrimination policy and cater for all who wish to attend Our objective is to unite men of the community and help those who may be suffered. 	

What outcomes and benefits will your project have for the community? Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity.

•	We will provide a service to the community on a donation basis for work performed and will
	encourage the elderly to participate

٠	As we are a new organisation in town, as time goes by we will become more familiar to the
	community needs

What	community	consultation	has	confirmed	the	need	for	this	progra	m?

Men living alone, men with mental health issues due to their environment, war veterans, retired men, have all given support to the establishment of a Men's Shed in Wallerawang

List the organisations actively involved in the project / program.

CONTACT PERSON

Contact t

Lithgow City Council

Matthew Johnson

Wallerawang Progress Association Des Francis 026355195



SECTION 3: BUDGET - IMPORTANT - all applicants must complete this section.

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

grant sources. You may submit your budget as a separate attachment if you prefer.						
Proposed Income: Amount						
Possible grants that become available?						
 We have received donations from the following: 	\$4,155					
Springvale Mine charity/assistance fund \$2500						
2. Westfund Health Insurance \$500						
3. Membership fees \$1155						
	6					
Proposed Expenses:	Amount					
Council Lease costs (5 yrs periods) \$2350	452400					
Utilities (elec, water) ?	\$13,100					
Tools and equipment costs \$5000 plus						
 Construction of a dividing wall in the hall \$5280 						
	COAE					
TOTAL COST OF PROJECT \$8945						
TOTAL COST OF FUNDING SOUGHT \$5,000						
	<u>]</u>					

If you are purchasing equipment or are planning a capital improvement to an asset, 2 quotations for the goods/ services need to be attached to your application.

SECTION 4: IMPLEMENTATION SCHEDULE

Detail your plan for project development, implementation and project management.

KEY MILESTONE	TIME FRAME
Shed at operating stage	8 months

SECTION 5: DECLARATION — ALL applicants to complete this section.	
On behalf of:	
Wallerawang Memorial Men's Shed Inc.	
(name of the organisation, if applicable)	
I declare that the information provided above is complete and correct.	
Signed: JAMM	
Print Name: Ian McMillan	
Position in organisation: Secretary	
Address:	
32 Lyon Parade	
Wallerawang NSW 2845	
NSW 2845	······································

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Contact telephone numbers: 0448926621	
Email address: patnmac1@bigpond.com	
Date: 15 th August 2017	

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FINANCIAL ASSISTANCE Application Form

SECTION 1: APPLICANT'S DETAILS — all applicants complete this section

SCOLIDII	
The name of Your Project	Men And Kids (M.A.K)
Name of the Organisation or person seeking financial assistance.	Galloping Gumnut Mobile Children's Service Van Inc
Address	131 Mort Street, Lithgow. N.S.W. 2790
Postal Address	P.O Box 412, Lithgow. N.S.W. 2790
Name and position of the contact	Victoria Cini
person	Educator/ Coordinator
Telephone and Email Address	Telephone: 63523798 (bh) 63523798
	Fax: N/A
	Mobile: 0427070871
	Email: admin@gallgum.ngo.org.au
What legal status does your organisation have? (e.g. Incorporated Association etc)	Incorporated Association
Australian Business Number (ABN) *	99972714965
Australian Company Number (if applicable)	N/A
General Description of your Organisation	Galloping Gumnut facilitate community and family connections through early childhood education and care for children 0-5 years old in rural and regional communities.
Is your insurance, including a minimum of \$20m for public liability insurance, current? Please state	Please list policies, insurer and policy number. Early Learning Business
policy numbers. (Council may request a copy of certificates of currency.)	Guild Insurance P00058311
What is the time frame of your project?	Start Date: February 2018
F7	End Date: November 2018

If you don't have an ABN, please attach a copy of the Australian Taxation Office form "Statement by a supplier". Applicants with an ABN DO NOT need to complete the Statement by a Supplier form.

AMOUNT OF FINANCIAL ASSISTANCE REQUESTED:

\$7, 743.00

SECTION 2: APPLICATION / PROJECT DETAILS — all applicants to complete.

Briefly describe your request/project. If required, attach additional
details. The proposed project is a play group for male carers and children aged 0-10 years
of age, held on a Saturday morning to enable access for working carers and carers
who have care of children on weekends. We will provide a diverse and culturally
inclusive play group.
Is your project new? Select one <u>YES</u> NO N/A
If you answered no, please provide some information that illustrates the new part of
an existing project that you are seeking funding for.
What are the aims of the request/project? *To provide a space for male carers to interact with the children in their care.
*To provide support and mentoring to attending families regarding interactions with
the children in their care.
*To build connections for male carers within the playgroup setting and in the
community.
· · · · · · · · · · · · · · · · · · ·
How will your request/project assist members of the Community? *By facilitating male carers to engage with the children in their care through play
experiences.
*By providing learning experiences for children where they can further their
development whilst connecting socially.
*Enabling male carers to connect with and form support networks with other male
carers.

*By providing a safe and inclusive space for male carers to engage with the children in their care. *By reinforcing the importance of play based learning. What outcomes and benefits will your project have for the community? *By providing a welcoming, culturally diverse and safe space for male carers to interact with the children in their care. *By enabling connections with and support from qualified educators and other attending male carers. *Helping to build cultural harmony, understanding and acceptance. Demonstrate how your project promotes community development and participation by connecting people, increased opportunity and building community capacity. *By educating men in how to play with the children in their care. *Mentoring regarding how to be good role models for children. *Challenging stereotypes about males playing and caring for children. *To build stronger social bonds within families. What community consultation has confirmed the need for this program. *Conversations with current participants of play groups in the Lithgow LGA. These have in the main been with female carers, with some input from a few male carers. All of whom indicated that this would be a beneficial experience and great opportunity within. *Conversations with the facilitators of play groups run by the Uniting Church regarding the fact that male carers are hesitant to attend play groups currently

provided in our community as they are mostly female dominated spaces. I have also noticed this at the play groups that Galloping Gumnut run across the Lithgow LGA.

*Conversations with other service including: Centre Care, Hippy Program and Communities and Kids that provide play groups in the Lithgow LGA. These conversations have highlighted that there is a need for a male carer's playgroup; it would be the only one of its kind in the Lithgow LGA.

List the organisations actively involved in the project / program.

Galloning Cumput Makil Skill	CONTACT PERSON	Contact telephone number
Galloping Gumnut Mobile Children's Service Van Inc	Victoria Cini	63523798
Hoskins Uniting Church	Matt Trounce Josh Bleyerveen	0458789738 0488200818



TIP

You can submit supporting documentation with your application to show how other organisations support your project.



The Uniting Church in Australia

Lithgow, Wallerawang & Portland

Minister: Rev Matthew Trounce Home 31 Mort St Lithgow. NSW 2790 Mobile 0458789738

Email: klimb5@bigpond.com

Parish Office.
43 Bridge St.
Lithgow N.S.W 2790
Phone (02) 63513134
Fax (02) 63513087

Email: lithgowuc@westnet.com.au

15th August, 2017

To Whom it May Concern,

This letter is in support of Galloping Gumnuts application for a grant to begin a Fathers group.

Hoskins Memorial Uniting Church has successfully worked in partnership with Galloping Gumnuts for over 15 years now. Initially this was some support offered to one of our playgroups held on site through a toy rotation and story and song time. In partnership, Hoskins and Galloping Gumnuts then started a second playgroup aimed at new parents and those with babies under 2 years of age (As far as we know, the only of its kind in Lithgow.) This group has successfully run for several years, with between 20 and 30 children and their carers attending weekly in school terms.

We are excited at the prospect of joining together again in what may be another first for Lithgow - a group aimed at dads and their kids to encourage quality time and building relationships. Hoskins would again provide our premises, grounds and some staffing, while Galloping Gumnuts would provide some staffing and expertise in childcare.

We hope you will able to support this fantastic venture,

Rev Matthew Trounce

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SECTION 3: BUDGET - IMPORTANT - all applicants must complete this section.

You should include estimates of the cash and in-kind contributions you are making to the project and any other income you are applying for/expecting to receive from other grant sources. You may submit your budget as a separate attachment if you prefer.

Proposed Income:	Amount
NIL	NIL
Proposed Expenses:	Amount
Project preparation and organisation Galloping Gumnut staff x 2 (5hrs x 10 sessions) Hoskins Uniting Church staff x 1 Consumables Base running costs	\$498 \$3,747 \$1,748 \$750 \$1,000
n kind costs - cleaning of venue and equipment -wear and tear on equipment	\$0
OTAL COST OF PROJECT	\$7,743.00
OTAL COST OF FUNDING SOUGHT	\$7,743.00

If you are purchasing equipment or are planning a capital improvement to an asset, 2 quotations for the goods/services need to be attached to your application.

SECTION 4: IMPLEMENTATION SCHEDULE

Detail your plan for project development, implementation and project management.

(EY MILESTONE	TIME FRAME
Developing and distributing 'expressions of interest' flyers to relevant services	November 17
Organising the advertising of 'expressions of interest' in local paper and local	November '17
adio station .	November '17
Surveying 'expressions of interest' in regard to individual children's	Movember 1)
levelopmental needs and interests for planning of the play group program	1
A.Advertising notice of commencement	January '18
5.Administration preparation	January '18
5.Develop an age appropriate program and gather resources. Program consists	January '18
of gross motor activities, fine motor activities, art and craft, literacy, puzzles,	
noulding activities (such as clay and play dough), music and movement,	
dramatic play and games. The program will be reflected on monthly and added	
to or changed as necessary.	
	February-
Implementation of program:	November '18
*Sessions will be run on a monthly basis for twelve months.	
*Consistency in staff rostering.	
*Proposed session format - set up safe play spaces	
- free play (indoor)	
-shared healthy morning tea	
-free play (outdoor)	
-'come together and sing' group time	
-farewells	
*A daily reflection sheet will be available for families to write about the	ir Į
individual experiences at play group, staff would also be available for	or
conversations regarding the same if that was the families preferred mode	of
communication.	
* Session activities will be documented in a 'Day book' and available for familie	35
to review.	
Management	February-
*Staff will engage in regular meeting between all stakeholders to review	ew November '18

	Whether the project is achieving its aims	
	whether the project is achieving its aims. *Regularly seeking feedback from participants and altering the program as necessary. *Monitoring attendance patterns and numbers of participants, in particular looking at regularity and a growth in numbers.	
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SECTION 5: DECLARATION – ALL applicants to complete this section.

Date: 15/8/17
us.gro.ogn.mugllg@gnimbs :sseybbs lism∃
רטוושר היבולאוטוב עמוואסיבי בב
Contact telephone numbers: 63523798
Address: 131 Mort Street, Lithgow. N.S.W. 2790.
.0955 M 2 M MODAHI 1 420242 42014 LEL
Position in organisation: Educator/Coordinator
Print Name: Victoria Cini
nouter the second of the secon
:pəubis
I declare that the information provided above is complete and correct.
(name of the organisation, if applicable)
On behalf of: Galloping Gumnut Mobile Children's Services Van Inc