

FINANCIAL ASSISTANCE Application Form

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

The name of Your Project	Retro Hall Upgrade – from the 70's to now!
Name of the Organisation or person seeking financial assistance.	Lithgow Information and Neighbourhood Centre Ltd
Address	1 Padley Street Lithgow NSW 2790
Postal Address	1 Padley Street Lithgow NSW 2790
Name and position of the contact person	Leanne Walding
Telephone and Email Address	Telephone: (02) 6252 2077 (bh)
	Fax:
	Mobile: 0419 469 230
	Email: community_strengthening@linc.org.au
What legal status does your organisation have? (e.g. Incorporated Association etc)	Company Limited (Public Benevolent Institution)
Australian Business Number (ABN) *	31 175 063 234
Australian Company Number (if applicable)	609 727 648

<p>General Description of your Organisation</p>	<p>LINC is a key community development and community service organisation that works with individuals and families to provide community support and services in Lithgow; enabling quality, accessible services and development processes that allow people and the land to flourish within a diverse and equitable community and build individual community capacity, diversity, inclusion and equity and be a highly recognised and supported community organisation in the Blue Mountains and Central West boundaries Connection space for outreach service providers in the local area – providing facilities for community engagement.</p> <p><u>Current Service Delivery - Programs</u></p> <p><i>Community Hub Manager</i> (Community Development) The Community Hub Manager fosters working relationships and partnerships in the Lithgow Community. These relationships facilitate projects and events that build community capacity within the Lithgow Community. This includes community projects, information and referral services, development of the Lithgow Community Guide, Mental Health Guide and Children's Services Directory. Outreach activities are delivered to Bowenfels, Wallerawang and Portland</p> <p><i>Communities and Kids</i> Is an early intervention/community capacity building program for families of children aged 0-8 years in various, often vulnerable communities. Each to the initiatives / groups focuses on supporting the individual needs of the family and children as well as creating social support networks for families and parents to assist them in caring for their children and family. Communities and Kids is funded but the Families NSW initiative</p> <p><i>Child Youth & Family Counselling (CYFC)</i> FACS TEI target groups consist of vulnerable children, young people, families and their communities. The reforms have identified three particular target groups * Vulnerable families with children aged 0-3 years * Younger parents (at least one parent aged under 20 year *Aboriginal children, young people, families and communities</p>
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	<p><i>Commonwealth Home Support Program (CSHP)</i> Services that assist frail, aged people and people with a disability to remain at home to avoid being placed into aged care. This includes food services, meals on wheels, home maintenance and modification, aged care programs and dementia respite.</p> <p><i>Disability Services - NDIS</i> Support Accommodation, NDIS access and services, day support programs</p>
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.)	<p>Please list policies, insurer and policy number.</p> <p>Public Liability – AON - MFC L3789 Date 1/7/18 to 1/7/19 \$20,000.000</p>
What is the time frame of your project?	<p>Start Date: July 2019</p> <p>End Date: December 2019</p>

- 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:

\$6,925.00

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.

Community hall modernisation that will facilitate local, outreach groups and services in an aesthetically and technologically engaging space.

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?

The LINC hall provides a space for local and outreach services to hold community strengthening activities free through partnership or nominal cost. The area is the HUB of community connection providing a space for people to engage informatively and socially strengthening their knowledge, sense of belonging and connectedness. The refurbishment will provide an up to date meeting and group space which can be used by all in the community.

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

The LINC hall needs refurbishing as it remains trapped in the 70's with limited technology, décor and accessibility. Lithgow has limited space to hold programs events and groups particularly on weekends and this space will fulfil an identified gap in our local area. Local and outreach services will benefit from the new space to conduct service delivery, run groups and connect with the local community.



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

Lithgow is struggling for community facilities to hold meetings, run programs and hold training courses. LINC has become the community hub. As Lithgow borders on the fringe of funding districts we rely on service provision from outreach services. To allow our community to benefit from services outreaching to our local LGA we need to provide facilities for use – out hall, meeting and interview rooms are book regularly as an option as LINC is well known as a provider of support in the Lithgow and surrounding areas.

Due to this type of service provision we are required to use our community spaces and partner with a range of providers to use our facilities and the hall is one that is booked regularly. We also provide free bookings for NGOS who have limited rental funding with their tight budget constraints.

To allow our community the benefit from support services that build community capacity we need to provide a space that is safe, accessible and welcoming to those in need.

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

LINC offers a range of services from pre birth to end of life and utilises the hall for programs for our children and families, disabilities, older residents. We offer capacity building and development programs including mental health and suicide prevention, alcohol and other drugs and a range of support and well being groups.

Additionally we provide a space for community meetings on regular basis including Lithgow Community Interagency, Lithgow Cares and Suicide Awareness "Lets Talk Lithgow" who are capacity building groups who provide information, service delivery and referral and community development opportunities in LGA. Services outreach from Nepean Blue Mountains and the Central West and their first point of contact is LINC. Locally there are a range of local services that connect with us and require the use of rooms to hold events, service delivery and meetings. As community builders we create the connections in our community and are working towards building capacity for people in area.

**What community consultation has confirmed the need for this program?
List the organisations actively involved in the project / program.**

LINC has consulted with the groups who currently utilise the hall and they feel the need for upgrading and new a look – as you can see by the photos provided the hall has not been upgraded for over 20 years and needs to create a welcoming space – which provides a sense of security and belonging.

ORGANISATION Current Users of the LINC Hall	CONTACT PERSON	Contact telephone number
Nanna's Touch	Sue Murdoch	
Community & Kids	Lydia Commins	
Flo's Kitchen	Leventa Boda	
Lithgow Community Mental Health	Michael Clarke	
APM	Shantelle Mayne	
LINC Disabilities		
Family Referral Service	Angie Collins	



TIP

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

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
In kind – hall preparation – cleaning, furniture removal	\$2000.00
Proposed Expenses:	Amount
Paint and Decorator (2 quote provided) Allan Glendinning	\$5,500.00
Blinds (1 only) Easy View Blinda	\$1,425.00
TOTAL COST OF PROJECT	\$8,925.00
TOTAL COST OF FUNDING SOUGHT	\$6,925.00

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.

[illegible]

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

On behalf of: Lithgow Information and Neighbourhood Centre Ltd
(name of the organisation, if applicable)

I declare that the information provided above is complete and correct.

Signed: JWalding

Print Name: Leanne Walding

Position in organisation: Community Hub Manager

Address: 1 Padley Street

Lithgow NSW 2790

Contact telephone numbers: (02) 6354 5910 / (0419) 469 230

Email address: community_strengthening@linc.org.au

Date: 4th June 2019 – extension approved as discussed via email

ORIGINAL COPY

QUOTATION

100341

DATE 13-5-19

TO
LITHGOW INFORMATION
AND NEIGHBOURHOOD CENTRE
1. PADLEY ST LITHGOW
 A.B.N.
 (Of Recipient) C/O LEANNE WALDING

FROM
ALAN GLENDINNING
PAINTER AND DECORATOR
1. A. LAIDLAY ST LITHGOW
 A.B.N./GST No. 87 398 607 233
 (Of Supplier)

THANK YOU FOR THE OPPORTUNITY OF SUBMITTING THIS QUOTATION, AS LISTED BELOW

QTY/REF	DESCRIPTION	GST		TOTAL	
	TO PAINT HALL AND STORE				
	ROOM AT 1 PADLEY ST				
	LITHGOW.				
	PREPARE ALL SURFACES				
	BY SANDING, SCRAPING AND				
	DUSTING FILL ALL GAPS AND				
	CRACKS.				
	APPLY TWO COATS OF				
	CEILING WHITE TO ALL				
	CEILINGS, THEN APPLY				
	TWO COATS OF DESIRED				
	COLOUR TO ALL WALL				
	AREAS. APPLY AN UNDER-				
	COAT TO WINDOWS AND				
	DOOR AND SKIRTINGBOARDS,				
	THEN APPLY AN OIL BASED				
	GLOSS TO ALL WINDOWS,				
	DOOR AND SKIRTINGBOARDS				
	TOTAL COST FOR:				
	MATERIALS AND LABOUR			5000	00
	PLUS G.S.T.	500	00		
	MOBILE 0408650743				

QUOTATION WILL REMAIN VALID UNTIL

SUB TOTAL

500.00 5000.00

GST 500.00

TOTAL INCLUSIVE OF GST 5500.00

SIGNATURE



P.O. Box 118
Lithgow NSW 2790
Licence No. 136435C

Leslie Bastock

Painter and Decorator

A.B.N.: 89 535 385 368

Ph: (02) 6352 4966
Mob: 0408 418 105
bastock@lisp.com.au

QUOTE

Lithgow Information & Neighborhood Centre
1 Padley Street
LITHGOW NSW 2790

Quote no: 19.LINC.quot2
Quote date: 14.05. 2019

Item	Description	Total
LINC 1 Padeley Street Lithgow		
Interior: hall	doors, windows, architraves, corniches and skirting boards to receive preparation and four coats of appropriate paint: walls to receive preparation and three coats of appropriate paint ceiling to receive preparation and two coats of appropriate paint	
storage room off hall	walls to receive preparation and three coats of appropriate paint ceiling to receive preparation and two coats of appropriate paint	
Total:		\$4,100.00
Additional work as discussed		\$2,500.00
NOTES	1. Quote valid for 30 days only	



EASYVIEW BLINDS



for a view of excellence...

A.B.N. 96 285 014 788
Security Master Licence No: 410 484 143
52 Enfield Avenue,
Lithgow NSW 2790

www.easyviewblinds.com.au

Ph: 02 6351 2518

Fx: 02 6352 4324

Linc
1 Padley St
Lithgow NSW 2790
63522077

Quote
Invoice # 13685
Date 13/05/2019
Rep George Auld

Description	Qty	Total (inc GST)
Holland Blinds back of hall	2	\$600.00
Holland Blind side of hall	3	\$825.00
Subtotal (inc GST):		\$1,425.00
Amount Paid:		\$0.00
Balance:		\$1,425.00

Supply and install holland blinds to windows as specified in hall
Fabric: Spirit blackout, colour tba
Stainless steel chain winder controls and plain bottoms

Acceptance of Order

40% Deposit payable for quotes over \$1000.

How to pay



By credit card
To pay via MasterCard or VISA.
Phone our office on 02 6351 2518.
Quote Ref: # 13685



By mail
Detach this section and mail your cheque to:

Easyview Blinds
52 Enfield Avenue,
Lithgow NSW 2790

By direct deposit
Account Name: Easyview Blinds
BSB: 012716
Account No: 109562154

Customer Name: Linc
Quote: # 13685
Amount Due: \$1,425.00

When making payments please use Quote #
as reference: # 13685

Terms: Full payment on Installation please

