

FINANCIAL ASSISTANCE Application Form

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

The name of Your Project	New built in BBQ Facilities
Name of the Organisation or person seeking financial assistance.	Hartley Recreation Reserve Land Manager
Address	Old Hartley School and Community Hall Great Western Highway, HARTLEY NSW 2790
Postal Address	79 Glenrock Place HARTLEY NSW 2790
Name and position of the contact person	Tina Campbell committee member (endorsed by Michael Combs, Chairman)
Telephone and Email Address	Telephone: Nil
	Fax: Nil
	Mobile: 0407296697
	Email: msky@live.com.au
What legal status does your organisation have? (e.g. Incorporated Association etc)	Appointed by the Minister to manage Crown Reserves
Australian Business Number (ABN) *	89436942035
Australian Company Number (if applicable)	
General Description of your Organisation	Land Manager for Crown Reserves in the area entrusted to manager, care and preserve the reserves for future generations. Our aim is to make the facility more usable and accessible to the greater community.
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.)	Policy No. MF101120 for properties and MF100909 for volunteers and MF100906 for public liability for \$20 million etc with the Department of Planning, Industry and Environment – Crown Lands
What is the time frame of your project?	Start Date: September, 2020 End Date: December, 2020

- 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:

\$6,900 (inc GST)

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.

We are trying to make the Old Hartley School and Community Hall more usable to the wider community. The buildings and grounds are hired out to community members for family functions, community events and charity events.

To make the facilities more usable we would like to extend the small shelter shed and install a built in BBQ that can then be used at the varies functions. Currently when people use the facilities there is a small domestic BBQ that needs repairs and would not be able to be used for larger groups. By building the BBQ into the shelter it will be able to be used in all weather conditions and will be protected for the elements. We will also be able to have some food preparation area built in next to the BBQ.

The current shelter has small sandpit next to it, we would like to remove the sandpit and extend the shelter for the BBQ.

By having a built in BBQ there is less chance of damage and theft. The BBQ is larger than personal BBQs and would assist with trying to attract more people from the community to use the facilities. For safety when the facilities are not being used the gas bottles would be stored safely away.

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.

New project

What are the aims of the request/project?

As part of our upgrade project to freshen up and repair the Old Hartley School and Community Hall we urgently need to make repairs to the old shelter shed. By enlarging this shed and building a BBQ within the shed the venue becomes more usable for the community. It is the Australian way to have barbeques for functions. The enlarge facilities makes the site much more appealing for rental purposes for the community.

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

This project will make this facility more usable for the greater community by providing better cooking facilities for community events.

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

As mentioned, the benefit to the community would is making this facility more usable for community events and would increase the usage of this facility.

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

Being the only facility within the Hartley Valley, the Old Hartley School and Community Hall are a focal point for functions either formal or informal. With enhanced facilities the aim is to increase the usage by the Community with a safe user-friendly venue that can accommodate multipurpose functions.

What community consultation has confirmed the need for this program?

We have discussed this proposed project with some regular users of the facility, and they were very excited and agreed that it will benefit the greater community. We are a new trust that was appointed earlier this year and we have some projects that we are working towards. This facility has great potential for the community, and we would like to raise the profile of this facility to the community and hope to obtain funding to fix the tennis courts.

The Hartley District Progress Association are regular users of the facilities and host a 'Long Lunch' each year, this project would provide greater benefit and help them in their preparations for this event. Due to COVID-19 we have been unable to meet with the new Committee. Rosemary Barber is a member of our trust and, also a member of the Progress Association and she supports for this project.

List the organisations actively involved in the project / program.

ORGANISATION	CONTACT PERSON	Contact telephone number
Community based project with volunteers from area		



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: No income as community project for the enhancement of community facilities for the general public	Amount
Proposed Expenses:	Amount
<ul style="list-style-type: none"> • Removal of sandpit (work to be completed by Trust members) <ul style="list-style-type: none"> a. Remove sand b. Remove blocks • Slab <ul style="list-style-type: none"> a. Framework (work to be completed by Trust members) b. Pour slab (7 cubic metres plus mesh) • Shelter <ul style="list-style-type: none"> ○ Remove end wall of shelter and dispose ○ Timber framework ○ Corrugated roof ○ Wall cladding • New BBQ & gas bottles (see attached quotes) • BBQ area construction <ul style="list-style-type: none"> ○ Bricks (donated by Trust member) ○ Benchtop (donated by Trust member) ○ Lay bricks / install BBQ 	\$500 \$2,490 \$3,500 \$2,590 \$3,450
TOTAL COST OF PROJECT	\$12,530
TOTAL COST OF FUNDING SOUGHT	\$6,900 (inc GST)

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
• Order new BBQ & bottles	1 month
• Removal of sandpit area	1 week
• Preparation of site & pouring of slab	3 weeks
• Extend shelter	1 week
• Build BBQ area	1 week
TOTAL TIMEFRAME	2 months

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

On behalf of: Hartley Recreation Reserve Land Managers
(name of the organisation, if applicable)

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

Signed:



Print Name: Tina Campbell

Position in organisation: Committee Member

Address: 79 Glenrock Place, HARTLEY NSW 2790

Contact telephone numbers: 0407296697

Email address: msky@live.com.au

Date:

8 July 2020



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Quotation Number 20045

8 July 2020

ATT: Tina Campbell
Hartley Recreation Reserve
Email: msky@live.com.au

Listed below is the quotation for work to be completed at Hartley Recreation Reserve:

Work description: Extend existing shelter and construct BBQ area

Labour & materials

• Remove existing sandpit	\$500
• Extend concrete slab	\$2,490
• Extend shelter shed	\$3,500
• Construct BBQ area	\$3,450

TOTAL (including GST): \$9,940

(Note: does not include cost of built in BBQ)

Please do not hesitate to contact me if you have any further questions.

Regards,
Michael

TERMS:

25% to be paid on confirmation of quotation, with balance to be paid in full upon completion.

Deposit payments accepted by cash, cheque (payable to Mountain Stone Design) or direct deposit (details below):

Account details:

Account Name: Mountain Stone Design
BSB: 032828
Account Number: 176432
Bank: Westpac

NOTE:

The above quotation is valid for thirty (30) days from the date of this Quotation.
This quotation is made under the Building and Construction Industry Security of Payment Act 1999 NSW.

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Finish

316 Lid

Gas Type

LPG (Bottle)

1

\$2,478.00



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Gas and Cylinder - 8.5kg

Gas and Cylinder - 8.5kg

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Weight

8.5kg

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