

## FINANCIAL ASSISTANCE Application Form

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

The name of Your Project	Extend existing shelter shed and construct 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 & Barry Furnell, Secretary)
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: February, 2022  End Date: March, 2022

- 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:**

**\$5,950 (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.**

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

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To make the facilities more usable we would like to extend the small shelter shed and turn into an outdoor kitchen. To start with we would like to install a built in BBQ that can then be used at the various functions. Currently when people use the facilities, they either need to use the small oven into the school building or bring their own BBQs. 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. By being able to prepare and cook a BBQ outside will encourage more people to use the facilities and instead of being shut off in the small kitchen they will still be able to part of the event outside or in the community hall.

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By extending the current shelter shed this will allow more room for the BBQ to be built in and room for a food preparation bench to be added. Stage 2 for this project will involve adding an outdoor sink so water is more easily available for preparation and clean up. There is already lighting available for the shelter shed so this the BBQ facility will be able to be used for night events also.

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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.

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**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.

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New project

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**What are the aims of the request/project?**

As mentioned previously our aim to make the Old Hartley School and Community facility more usage for the greater Hartley community. Over the last 12 months we have cleaned up the grounds, added solar power to both buildings, added heating and cooling and increased the water tank capacity.

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Our aim is to freshen up and repair the Old Hartley School and Community Hall so the facilities are more appealing to the community. We want the facilities to be used and enjoyed by everyone in the community. Everyone loves a BBQ and by adding this and having the facility in between the 2 buildings it will make it more usable for the community.

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

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

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

As mentioned, the benefit to the community would be making this facility more usable for community events and would increase the usage of this facility. By having an outdoor area for cooking the facilities will be more appealing to a wide range of events, from family catch ups and community events etc.

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**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. We are trying to keep the rental costs to a minimum to encourage the community to use this facility and all money received from rental is spent on the maintenance of the facility. We have encouraged the community to be involved and we have a long list of community members that are now involved with the reserve and assist with working bees.

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**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 last year and we have some projects and goals 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. We have seen over the last 6 months, since easing of restrictions that more and more community members are wanting to come and use this facility.

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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 last year's event was not held. Rosemary Barber is a member of our trust and, also a member of the Progress Association and she supports for this project.

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**List the organisations actively involved in the project / program.**

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



within the community		



**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.

<b>Proposed Income:</b> No income as community project for the enhancement of community facilities for the general public	<b>Amount</b>
<b>Proposed Expenses:</b>	<b>Amount</b>
<ul style="list-style-type: none"> <li>• Slab (labour &amp; material donated) <ul style="list-style-type: none"> <li>• Framework</li> <li>• Pour slab (4 sqm metres plus mesh)</li> </ul> </li> <li>• Shelter <ul style="list-style-type: none"> <li>◦ Extend existing shelter 2 metres to the left (attached quote) <ul style="list-style-type: none"> <li>▪ Timber framework</li> <li>▪ Corrugated roof</li> <li>▪ Wall cladding</li> <li>▪ paint</li> </ul> </li> </ul> </li> <li>• BBQ area construction <ul style="list-style-type: none"> <li>◦ Food preparation bench framework (labour &amp; materials donated)</li> <li>◦ Benchtap (labour &amp; material donated)</li> </ul> </li> <li>• Purchase and install new BBQ (see attached quotes)</li> </ul>	<p><b>\$500</b></p> <p><b>\$3,400</b></p> <p><b>\$2,450</b></p> <p><b>\$2,550</b></p>
<b>TOTAL COST OF PROJECT</b>	<b>\$8,900</b>
<b>TOTAL COST OF FUNDING SOUGHT</b>	<b>\$5,950 (inc GST)</b>

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	4 – 6 weeks
• Preparation of site & pouring of slab	2 weeks
• Extend shelter	1 week
• Build BBQ and food preparation area	1 week
<b>TOTAL TIMEFRAME</b>	<b>2 months</b>

#### 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:

4/6/2021







**MOUNTAIN  
STONE  
DESIGN**

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**CONSTRUCTION, LANDSCAPING AND ALL**  
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## Quotation Number 20045

31 May 2021

ATT: Tina Campbell  
Hartley Recreation Reserve  
Mid Hartley Road  
HARTLEY NSW 2790  
Email: msky@live.com.au

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

**Work description: Extend existing shelter shed 2 metres to the left**

	Labour & materials	
Extend existing shelter shed 2 metres to left Inc: supply of timber, corrugated roof, wall cladding and paint		\$3,400
	<b>TOTAL (including GST):</b>	<b>\$3,400</b>

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

Regards,  
Michael Campbell

**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: Michael Campbell (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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Quantity:

1

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- Laser Etched Graphics Temperature Gauge
- Warming rack with hood
- Large Grease Collection Tray
- Top Mounted Ergonomic Controls
- Easy Start Ignition - Each burner has its own Piezo Ignition

With an exterior surface finished in 316 marine grade stainless steel and an all interior stainless steel surface designed in commercial 304 grade. The Horizon barbecue is an Australian first designed for handling extreme weather conditions and heavy temperature demands.

Upright ergonomic solid stainless steel control knobs allow the Horizon barbecue to integrate seamlessly into bench tops or the like.

Optional low profile hood too accommodate roasting or a discreet flat stainless steel weather cover ensures the continuity of flowing lines for an architectural looking installation. A triple skinned insulated firebox is standard and makes installing easy.

With a solid stainless steel hotplate at the front of the cooking surface, it is a sheer pleasure to operate as heat is deflected away from the user through the rear grill at the back of the barbecue.

Heat distribution is amazingly even as the Horizon has two powerful stainless steel tri burners offering a distribution similar to that of up to 6 standard burners, punching out 52 megajoules over a surface area of 630 x 450mm. With the clever design of the Tucker tri burners, cooking on the Horizon is a luxury with virtually no cold spots. Combine this with over 400 port holes per burner, no other Australian BBQ comes close to clean burning heat distribution that the Horizon offers.

Beneath the open grill, a solid stainless steel vaporiser vanquishes flare and channels grease conveniently into a collector positioned on the left of the cooking area. The cooking surfaces and all internals can be easily removed for easy access, a feature that is unique to the Horizon BBQ.

The Horizon BBQ can be adapted to all cooking styles and methods. With the optional Tucker Charcoal Box (coming soon), simply insert the stainless steel box under your grill and you have the option to enjoy the flavour and heat that charcoal cooking offers.

## Dimensions

Sizes for cut out in brickwork is as follows: Width 840mm, Depth 505mm.

Allow fresh air to circulate into BBQ from underneath. Minimum air ventilation requires underneath is 200 square centimeters.

Clearances from combustibles

Minimum Top Clearance: Allow 800mm

Minimum Side Clearance: Allow 50mm

Minimum Rear Clearance: Allow 100mm

[Horizon Data Sheet.pdf](#)

[Horizon BBQ Instructions.pdf](#)

[Horizon Hood Instructions.pdf](#)



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**Finish**

316 Lid



**Gas Type**

LPG (Bottle)



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With an exterior surface finished in 316 marine grade stainless steel and an all interior stainless steel surface designed in commercial 304 grade. The Horizon barbecue is an Australian first designed for handling extreme weather conditions and heavy temperature demands.

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