



CSRFF Small Grants Application Form

For projects up to \$200,000 to be acquitted by 15 June 2016

You MUST discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.

DSR Contact: Chris Thompson

Date: 28/07/2015

Office: Albany

Applicant's Details:

Organisation Name:	Denmark Pistol Club Incorporated				
Postal Address:	PO Box 687				
Suburb:	Denmark	State:	WA	Postcode:	6333
Street Address:	233 Churchill Rd				
Suburb:	Denmark WA	State:	WA	Postcode:	633

Preferred Contact Person:

All application correspondence will be directed to this person

Name:	Elizabeth Marshall	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input checked="" type="checkbox"/>
Position Held:	Secretary		
Business Phone:		Facsimile:	
Mobile Phone:	0416 306 227	Email:	lizzeejean@gmail.com

Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 80 967 819915	
Is your organisation registered for GST?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	* Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs Exempt	
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Incorporation #: A0824689W*	
Bank details:	Bank: Bank West	BSB: 306 009	A/c: 4160226

Local Government Authority Details:

LGA:	Shire of Denmark		
Contact:	Damien Schwarzbach	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Manager of Recreation and Youth Services		
Business Phone:	98 482 044	Facsimile:	
Mobile Phone:		Email:	denrec@denmark.gov.au

PROJECT DETAILS

Project Description:

Upgrading the permanent target frames on the 25 meter and 50meter range

Extending the permanent target frames on the 50 meter range from 15 to 20

10 New permanent target frames on the 100 meter range

Target benches and target mounds on the 100m range.

A unisex / wheel chair accessible toilet on the100m range.

How did you establish a need for your project?

The current permanent target frames on the 25 meter and 50 meter range are basic in design and require the use of clips or rubber straps to hold the cardboard targets in place. This is an ineffectual method because the clips and straps do not hold up and often members have their target fall off the frame during a match. There is concern for safety when targets fall because it can be very distracting to the shooters on the firing line. Furthermore it disrupts the match because shooting must cease so the targets can be replaced.

In addition to upgrading the frames design we would install 5 more targets on our 50 meter range to extend them from 15 to 20 frames. This would help us run more efficient matches because we could accommodate more people on the firing line.

On our 100 meter range we do not have any target frames which limits its use. Installing 10 new frames would allow us to expand our rifle competitions.

Also on the 100 meter range we required target benches and mounds. These are an essential upgrade to the range as they would prevent ricochet from leaving the range ensuring a high level of safety is maintained during matches.

Currently there is no access to a toilet on the 100m range which again limits its use. To develop further it's essential that our club provides basic facilities that can meet the needs of our members and members of the public. We would then have the facilities required to host more public events and competitions between clubs

Project location: 223 Churchill Road Denmark WA 6333

Land ownership: Who owns the land on which your facility will be located? Shire of Denmark
Lease Expiry (if applicable): 2032

Planning approvals If no, provide the date it will be applied for:

Where applicable, has planning permission been granted? (LGA) Yes ☐ No ☒ We have consulted with the Shire of Denmark Planning Dept and they have advised a Planning Permit and Building Permit will be required. An application will be made in September

Department of Aboriginal Affairs? Yes ☐ No ☐ N/A ☐ ___/___/___

Department of Parks and Wildlife? (Environmental, Swan River) Yes ☐ No ☐ N/A ☐ ___/___/___

Native Vegetation Clearing Permit? Yes ☐ No ☐ N/A ☐ ___/___/___

Please list any other approvals that are required? Yes ☐ No ☐ N/A ☐ ___/___/___

How will your project increase physical activity? The addition of new target frames and a unisex / wheelchair accessible toilet opens up huge potential for the pistol club to expand and grow. We can expand our use of the 100 meter range to include more rifle competitions which could add a potential increase to our membership because we will have another shooting discipline to offer. In particular we would like to offer bench rest rifle. In this type of competition all participants are sitting down and resting their rifle on a bench. This is an ideal competition for new shooter training and for people with physical limitations to participate in. The club could now promote this because we would have the facilities required to accommodate people who previously may have not been able to compete.

It would also mean we have the facilities to help develop and train new shooters. The Denmark Pistol Club has been approached by Denmark College of Agriculture to assist teaching firearm safety and awareness to its students. Particularly the safe use and handling of rifles for they are common tools used in agriculture. Currently we are limited with the service we could offer to the College but with the proposed facilities and upgrades the club could provide regular training for the safe handling and responsible use of rifles for Agricultural students.

The club would also be able to host more inter club matches. We currently host an annual pistol shoot with two Perth Clubs but we would love to see that expand to rifles competitions and other local clubs.

In summary the proposed upgrades and additions to our club will really improve its function. They unlock the potential for us to attract many new members with new rifle matches and help train Agricultural students. It will increase the number of events we can host and we would be able to promote competitions to people who may have been unable to participate in previously because of their physical limitations.

Do you share your facility with other groups? Yes ☒ No ☐ If so, who: WA Police

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Metallic Silhouette	33.33	3
Field Rifle	33.33	3
Shotgun	33.33	3

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

2012/13	35	2013/14	33	2014/15	32
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State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association>

What is the name of the State Sporting Association for your activity/sport?

Sporting Shooters Association of Australia (WA)

Have you discussed your project with your State Sporting Association? Yes ☒ No ☐

Contact Name: Maureen Edwards

Date of contact: 24/07/2015

PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

Task	Date
Attainment of Council approvals	Nov 2015
Preparation of tender/quotes for the major works contract	In Place
Issuing of tender for major works	N/A
Signing of major works contract	N/A
Site works commence	1 st Feb 2016
Construction of project starts	1 st Feb 2016
Project 50% complete	End Feb 2016
Project Completed	Mid April 2016
Project hand over and acquittal	End April 2016

Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details.
NO

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

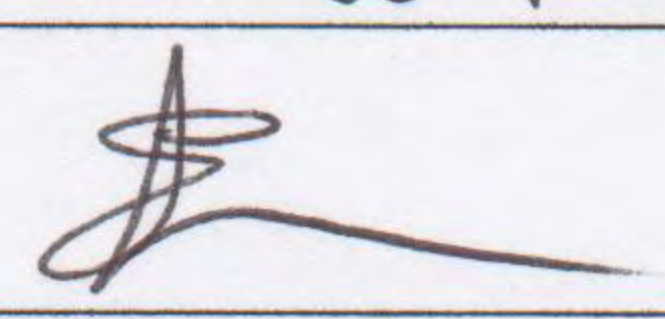
DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: ELIZABETH MARSHALL

Position Held: SECRETARY/TREASURER

Signature: 

Date: 30/07/2015

LODGEMENT OF YOUR APPLICATION

- Applications are to be received in **hard copy** and should be clipped at the top left-hand corner, please do not bind. In **addition to the hard copy an electronic copy is encouraged** to be provided.
- It is recommended that you **photocopy your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly identified** and securely attached to the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

Grants up to \$66,666:

<input checked="" type="checkbox"/>	Application form.
<input checked="" type="checkbox"/>	Incorporation Certificate.
<input checked="" type="checkbox"/>	Two written quotes.
<input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
<input checked="" type="checkbox"/>	Locality map, site map and building plans (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input checked="" type="checkbox"/>	Income and expenditure statements for the current and next financial years. (LGAs exempted).
<input checked="" type="checkbox"/>	Written confirmation of financial commitments from other sources including copies of council minutes . (If a club is contributing financially then evidence of their cash at hand must be provided)
N/A	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
<input checked="" type="checkbox"/>	Itemised project cost for components and identified on the relevant quote for each (including cost escalation).
N/A	For floodlighting projects, a lighting plan must be supplied showing lux, configuration and sufficient power supply

Your application will be considered not eligible if:

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

You MUST contact your local DSR office to determine eligibility before applying.

Category		Details
Geographical location	<input type="checkbox"/> Regional/remote location	N/A
	<input type="checkbox"/> Growth local government	
Co-location	<input type="checkbox"/> New	N/A
	<input type="checkbox"/> Existing	
Sustainability initiative	<input type="checkbox"/> Water saving	N/A
	<input type="checkbox"/> Energy reduction	
	<input type="checkbox"/> Other	
Increased participation	<input type="checkbox"/> New participants	N/A
	<input type="checkbox"/> Existing participants – higher level	
	<input type="checkbox"/> Special interest	
	<input type="checkbox"/> Other	

PROJECT BUDGET

ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
Earth works for Target mounds on 100m Range	1,750.00	No GST 1,750.00	A & M Mini Earthworks. This is not the cheapest quote but we believe it is more realistic
Steel for 50 target frames and 3 target benches	696.18	765.80	Midalia Steel
50 Target numbers	294.00	323.40	Eyerite Signs Albany
Labour to construct 50 target frames and 3 target benches	1,749.00	No GST 1,749.00	Kit Davies
2.4m x 2.8m Toilet shed and concrete	582.51	640.76	Home Hardware Albany
720L water tank	420.00	462.00	Denmark Coop
Bathroom fixtures - wheel chair accessible toilet and grab rails	1288.71	1,403.24	Tradelink Albany
Bathroom fixtures – sink and accessories	146.07	160.68	Tradelink Albany
Septic tank system Installation	2,790.90	3,069.88	Mac.D. Plumbing Denmark
Donated materials (Please provide cost breakdown)			
Volunteer labour (Please provide cost breakdown)	1,940	No GST 1,940	
Sub Total	11,657.37	12,264.76	
Cost escalation	466.29	490.59	calculated at 4%
a) Total project expenditure	12,123.66	12,755.35	

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

PROJECT FUNDING

Source of funding	\$ Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	4,041.22		LGA cash and in-kind	Y	Denmark Council Minutes attached by Damien Schwarzbach
Applicant cash	2,101.22		Organisation's cash	Y	Current Pistol Club bank statement included
Volunteer labour	1,940.00		Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	Volunteer breakdown of work cost estimate included
Donated materials			Cannot exceed applicant cash and LGA contribution		
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF requested	4,041.22		up to 1/3 project cost		
Development Bonus			Up to ½ project cost		
b) Total project funding	12,123.66				
*Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from?					

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

FINANCIAL SUMMARY

a) Total project expenditure (ex GST)	12,123.66
b) Total project funding	12,123.66
c) Project variance*	0

***Balance between a) and b) should be \$0**

PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

Name of Local Government Authority:
Name of Applicant:

Note: The applicant's name cannot be changed once the application is lodged at DSR.

Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Development applications only

	Satisfactory	Unsatisfactory	Not relevant
Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Interest Group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

LGA – priority ranking of this project	
Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan <input type="checkbox"/> State Plan
Have all planning and building approvals been given for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

Project Rating (Please tick the most appropriate box to describe the project)

- | | | |
|---|--|--------------------------|
| A | Well planned and needed by municipality | <input type="checkbox"/> |
| B | Well planned and needed by applicant | <input type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed | <input type="checkbox"/> |
| F | Not recommended | <input type="checkbox"/> |

LGA comments (Required):

Signed

Position

Date

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on the last working day in August**. Late applications cannot be accepted in any circumstances.

DSR OFFICES

PERTH OFFICE

246 Vincent Street
Leederville WA 6007
PO Box 329
Leederville WA 6903
Tel: (08) 9492 9700
Fax: (08) 9492 9711

PEEL

Suite 94
16 Dolphin Drive
PO Box 1445
Mandurah WA 6210
Tel: (08) 9550 3100
Fax: (08) 9550 3199

PILBARA

Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
Karratha WA 6714
Tel: (08) 9182 2100
Fax: (08) 9182 2199

SOUTH WEST

80A Blair Street
PO Box 2662
Bunbury WA 6230
Tel: (08) 9792 6900
Fax: (08) 9792 6999

GREAT SOUTHERN

22 Collie Street
Albany WA 6330
Tel: (08) 9892 0100
Fax: (08) 9892 0199

GASCOYNE

4 Francis Street
PO Box 140
Carnarvon WA 6701
Tel: (08) 9941 0900
Fax: (08) 9941 0999

GOLDFIELDS

106 Hannan Street
PO Box 1036
Kalgoorlie WA 6430
Tel: (08) 9022 5800
Fax: (08) 9022 5899

KIMBERLEY – Kununurra

Government Offices
Cnr Konkerberry Drive and
Messmate Drive
PO Box 1127
Kununurra WA 6743
Tel: (08) 9166 4900
Fax: (08) 9166 4999

WHEATBELT - NORTHAM

298 Fitzgerald Street
PO Box 55
Northam WA 6401
Tel: (08) 9690 2400
Fax: (08) 9690 2499

WHEATBELT – NARROGIN

Government Offices
Level 2, 11-13 Park Street Narrogin
WA 6312
Telephone 0429 881 369
Facsimile (08) 9881 3363

MID-WEST

Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6530
Tel: (08) 9956 2100
Fax: (08) 9956 2199

KIMBERLEY – Broome

Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Facsimile (08) 9166 4999
Mobile 0438 916 185



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For projects up to \$200,000 to be acquitted by 15 June 2016

You **MUST** discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.

All applications **MUST** be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.

DSR Contact: BRENT SHERIDAN (REGIONAL OFFICER)

Date: 3 MARCH 2015

Office: ALBANY

Applicant's Details:

Organisation Name: DENMARK COUNTRY CLUB

Postal Address: PO BOX 61

Suburb: DENMARK State: WA Postcode: 6333

Street Address: 951 SOUTH COAST HIGHWAY

Suburb: DENMARK State: WA Postcode: 6333

Preferred Contact Person:

All application correspondence will be directed to this person

Name: HEATHER FALCONER Title: Dr ☐ Mr ☐ Mrs ☐ Ms ☐

Position Held: TREASURER, DENMARK COUNTRY CLUB, TENNIS SECTION

Business Phone: 08 9848 1344

Facsimile:

Mobile Phone:

Email: heathernpip@westnet.com.au

Organisation Business Details:

Does your organisation have an ABN? Yes ☒ No ☐ ABN: 79 171 946 1413

Is your organisation registered for GST? Yes ☒ No ☐

*Note, in order to be eligible for funding you must attach a copy of the Incorporation Certificate. LGAs Exempt

Is your organisation not-for-profit? Yes ☒ No ☐

Is your organisation incorporated? Yes ☒ No ☐

Incorporation #: A05400421*

Bank details: Bank: NAB BSB: 086 595 A/c: 50831 5310

Local Government Authority Details:

LGA: SHIRE OF DENMARK

Contact: DAMIAN SCHWARZBACH

Title: Dr ☐ Mr ☒ Mrs ☐ Ms ☐

Position Held: MANAGER RECREATION & YOUTH SERVICES

Business Phone: 08 9848 2044

Facsimile: 08 9848 2736

Mobile Phone:

Email: denrec@denmark.wa.gov.au

PROJECT DETAILS

Project Description:

CONSTRUCT DOUBLE SIDED TENNIS PRACTICE WALL WHICH ALLOWS SEVERAL PLAYERS ACCESS AT THE SAME TIME.

PRACTICE WALL WILL BE LOCATED ADJACENT TO THE EXISTING TENNIS COURTS, OUTSIDE THE FENCED AREA SO IT IS ACCESSIBLE AT ALL TIMES.

How did you establish a need for your project?

THE DENMARK COUNTRY CLUB – TENNIS SECTION HAS EXPERIENCED AN INCREASING MEMBERSHIP OVER THE PAST FIVE YEARS, INCLUDING AN INCREASE IN JUNIOR MEMBERS FROM 40 IN 2012 TO 75 IN 2015.

ESTABLISHING THE TENNIS HOTSHOT PROGRAM HAS DRAMATICALLY INCREASED JUNIOR PARTICIPATION. CLOSE LIAISON WITH LOCAL SCHOOLS SHOULD ENSURE CONTINUED EXPANSION AS WELL AS HAVING SCHOOLS USE THESE FACILITIES FOR SCHOOL SPORTS PROGRAMS.

A CORPORATE COMPETITION IN SUMMER HAS ENGAGED WORKERS AFTER HOURS, A NUMBER HAVE SINCE JOINED THE CLUB. THIS HAS PROVED POPULAR AND HAS BECOME A FIXTURE IN THE TENNIS CALENDAR.

THE EXISTING COURT SPACE CONSISTS OF 8 COURTS IN A FENCED AREA. DURING A NORMAL CLUB EVENT, ALL EIGHT COURTS ARE FULLY SUBSCRIBED AND THERE IS NO ACCESS TO WARM UP SPACE OR AREAS FOR COACHING AND TRAINING.

THE CLUB OFFERS COACHING CLINICS FOR JUNIOR MEMBERS. COACHING CLINICS OFTEN UTILISE ALL OF THE COURT SPACE, WITH NO ADDITIONAL SPACE FOR JUNIORS TO PRACTICE. OFTEN JUNIORS WILL PRACTICE THEIR SKILLS ON THE LAWN SURROUNDING THE COURTS, CREATING SAFETY ISSUES WITH THE ADJOINING GOLF COURSE. JUNIORS DON'T HAVE ACCESS TO SUITABLE FACILITIES OUTSIDE OF STRUCTURED LESSONS TO PRACTICE THEIR SKILLS.

THERE ARE NO TENNIS PRACTICE FACILITIES ACCESSIBLE TO THE DENMARK COMMUNITY. UNLESS PARTICIPANTS ARE MEMBERS OF A CLUB OR PAY HIRE FEES TO ACCESS A COURT, THERE IS NO ABILITY FOR THEM TO PRACTICE THEIR SKILLS. A PRACTICE WALL WHICH IS FREE AND OPEN TO THE COMMUNITY DURING DAY LIGHT HOURS WILL PROVIDE A FLEXIBLE SOLUTION TO A GROWING COMMUNITY NEED.

Project location: DENMARK COUNTRY CLUB, ADJACENT TO EXISTING TENNIS COURTS

Land ownership: Who owns the land on which your facility will be located? DENMARK SHIRE
Lease Expiry (if applicable):

Planning approvals APPLICATION CURRENTLY WITH SHIRE If no, provide the date it will be applied for:

Where applicable, has planning permission been granted?(LGA) Yes ☒ No ☐ ____/____/____

Department of Aboriginal Affairs? Yes ☐ No ☒ ____/____/____

Department of Parks and Wildlife? (Environmental, Swan River) Yes ☐ No ☒ ____/____/____

Native Vegetation Clearing Permit? Yes ☐ No ☒ ____/____/____

Please list any other approvals that are required?

LETTER OF SUPPORT FROM DENMARK COUNTRY CLUB (ATTACHED) Yes ☒ No ☐ ____/____/____

How will your project increase physical activity?

THE CONSTRUCTION OF A PRACTICE WALL WILL PROVIDE ALL PLAYERS WITH A SPACE TO PRACTICE AND IMPROVE THEIR SKILLS. THIS IS AN IMPORTANT STRATEGY TO KEEP JUNIOR PLAYERS DEVELOPING AND ENGAGED WITH THE SPORT.

THE CLUB AIMS TO USE THE WALL TO HELP DEVELOP JUNIOR PLAYER SKILLS AND TO GIVE THEM SPACE TO PRACTICE WHEN THE COURTS ARE FULL. THE WALL WILL ALSO ENABLE PLAYERS A SPACE TO WARM UP PRIOR TO COMPETING IN TOURNAMENTS, HELPING REDUCE THE RISK OF INJURY.

THE WALL WILL BE SITUATED OUTSIDE THE FENCED COURT SPACE, PROVIDING FREE, OPEN ACCESS FOR THE COMMUNITY AT ALL TIMES. THIS WILL ENCOURAGE PEOPLE INTO THE COUNTRY CLUB SPACE AND HELP TO DRAW NEW MEMBERS TO THE CLUB. IT ALSO GIVES PEOPLE AN OPPORTUNITY TO PARTICIPATE IN THE SPORT WITHOUT A PLAYING PARTNER AND WILL SUIT PEOPLE WHO CANNOT ATTEND CLUB EVENTS DUE TO OTHER COMMITMENTS.

THE PRACTICE SPACE WILL BE THE ONLY OPENLY ACCESSIBLE TENNIS FACILITY OF ITS TYPE IN DENMARK.

PROMOTE USE OF DENMARK COUNTRY CLUB FACILITIES WHICH OFFER A CONVIVIAL SOCIAL AND PHYSICAL ENVIRONMENT FOR THE COMMUNITY.

INCREASED MEMBERSHIP STRENGTHENS THE ABILITY OF THIS CLUB TO PROVIDE SPORT & SOCIAL AMENITIES FOR THE WHOLE DISTRICT

Do you share your facility with other groups? Yes ☒ No ☐ If so, who:
DENMARK COUNTRY CLUB GOLF SECTION

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
LOCAL SCHOOLS	20	6HR, 4 TH & 1 ST TERMS (projected)
JUNIOR TENNIS HOTSHOTS COACHING	20	3HR, 4 TH & 1 ST TERMS
JUNIOR & SENIOR REGIONAL TOURNAMENTS	60	22HR

Activity/sport membership numbers over the past three years relevant to your project. For example, if a bowls project, golf members not relevant; social membership numbers not applicable.

Note: if membership is not applicable, ie recreation facility or aquatic centre, enter the number of users of the facility.

2012/13	190 (incl 40 juniors)	2013/14	200 (incl 68 juniors)	2014/15	230 (incl 75 juniors)
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State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process. A complete list of State Sporting Associations and their contact details are available on the department's website: <http://www.dsr.wa.gov.au/contact-us/find-a-sport-or-recreation-association>

What is the name of the State Sporting Association for your activity/sport?

TENNIS WEST

Have you discussed your project with your State Sporting Association? Yes ☒ No ☐

Contact Name: Alex Gerachty

Date of contact: May 2015

PROJECT DELIVERY

Please indicate key milestones of your project. The key milestones need to be realistic and demonstrate that the project can be delivered in the timeframe.

Task	Date
Attainment of Council approvals	JULY 2015
Preparation of tender/quotes for the major works contract	OCT 2015 (WITH DSR FUNDING)
Issuing of tender for major works	NOV 2015
Signing of major works contract	NOV 2015
Site works commence	NOV 2015
Construction of project starts	DEC 2015
Project 50% complete	DEC 2015
Project Completed	DEC 2015
Project hand over and acquittal	JAN 2016.

Are there any operational constraints that would impact on the construction phase of your project? (such as your sporting season, major annual event or inclement weather) – provide details.
ONLY SHORT DELAYS FOR INCLEMENT WEATHER DURING WINTER. (ANTICIPATED THAT FUNDING APPROVAL FINALISES IN SPRING, SO UNLIKELY TO BE A PROBLEM)

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.


APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

Name: HEATHER FALCONER

Position Held: DENMARK COUNTRY CLUB, TENNIS SECTION TREASURER

Signature:



Date: 29TH July 2015

LODGEMENT OF YOUR APPLICATION

- Applications are to be received in **hard copy** and should be clipped at the top left-hand corner, please do not bind. In **addition to the hard copy an electronic copy is encouraged** to be provided.
- It is recommended that you **photocopy your completed application form**, including attachments for your own records and future audit purposes.
- All **attachments** and supporting documentation (see next section) should be **clearly identified** and securely attached to the application form.
- **Applications must be submitted to your Local Government Authority** by the Local Government's advertised cut-off date to ensure inclusion at the relevant Council Meeting.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

Grants up to \$66,666:

- ✓ **Application form.**
- ✓ **Incorporation Certificate.**
- ✓ **Two written quotes.**
- ✓ If your project involves the upgrade of an existing facility, include **photograph/s** of this facility.
- ✓ **Locality map, site map and building plans** (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
- ✓ **Income and expenditure statements** for the current and next financial years. (LGAs exempted).
- ✓ **Written confirmation of financial commitments** from other sources including copies of **council minutes**. (If a club is contributing financially then evidence of their cash at hand must be provided)
- ☐ For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
- ✓ **Itemised project cost for components** and identified on the relevant quote for each (including cost escalation).
- ☐ For floodlighting projects, a **lighting plan** must be supplied showing lux, configuration and sufficient power supply

Your application will be considered not eligible if:

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

You MUST contact your local DSR office to determine eligibility before applying.

Category	Details
Geographical location	<input type="checkbox"/> Regional/remote location <input type="checkbox"/> Growth local government
Co-location	<input type="checkbox"/> New <input type="checkbox"/> Existing
Sustainability initiative	<input type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other
Increased participation	<input type="checkbox"/> New participants <input type="checkbox"/> Existing participants – higher level <input type="checkbox"/> Special interest <input type="checkbox"/> Other

PROJECT BUDGET

ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

Project Description (detailed breakdown of project to be supplied)	\$ Cost ex GST	\$ Cost inc GST	Quote Used (list company name and quote no)
DOUBLE SIDED TENNIS PRACTICE WALL			
NEWMAN'S CONCRETE	12,727.00	14,000.00	NEWMAN'S CONCRETE, DENMARK TENNIS CLUB
Donated materials(Please provide cost breakdown)	700.00	700.00	SAND FOR BASE & SAFETY NETTING
Volunteer labour(Please provide cost breakdown)	800.00	800.00	LEVEL & COMPACT SAND, INSTALL NETTING
Sub Total			
Cost escalation	455.00	500.00	VARIANCE FROM ORIGINAL ESTIMATES
a) Total project expenditure	14,682.00	16,000.00	

- At least **two written quotes** are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A **lighting plan** must be supplied showing lux and configuration.
- Projects that do not meet **Australian Standards** are ineligible for funding.

PROJECT FUNDING

Source of funding	\$ Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	4,545.50	5,000.00	LGA cash and in-kind		
Applicant cash	4,091.00	4,500.00	Organisation's cash	Y	ATTACHED LETTER FROM DENMARK COUNTRY CLUB, PLUS FUNDS RAISED FOR PROJECT
Volunteer labour	1,000.00	1,000.00	Cannot exceed applicant cash and LGA contribution – max \$50,000	Y	ATTACHED LETTER FROM DENMARK COUNTRY CLUB
Donated materials	500.00	500.00	Cannot exceed applicant cash and LGA contribution	Y	ATTACHED LETTER FROM DENMARK COUNTRY CLUB
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF requested	4,545.50	5,000.00	up to 1/3 project cost		
Development Bonus			Up to ½ project cost		
b) Total project funding	14,682.00	16,000.00			
*Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from?					
CURRENT TENNIS FUND RESERVES UP TO \$2,000. IF THE PROJECT HAS A LARGER COST BLOW OUT, IT WILL BE SHELVED AND RE-EVALUATED.					

GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

FINANCIAL SUMMARY

a) Total project expenditure (ex GST)	14,682.00
b) Total project funding	14,682.00
c) Project Variance* - INCLUDED ABOVE	0

***Balance between a) and b) should be \$0**

PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please **attach copies of council minutes** relevant to the project approval.

Name of Local Government Authority:
Name of Applicant:

Note: The applicant's name cannot be changed once the application is lodged at DSR.

Section A

The CSRFF principles have been considered and the following assessment is provided:
(Please include below your assessment of how the applicant has addressed the following criteria)

All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Development applications only

	Satisfactory	Unsatisfactory	Not relevant
Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Interest Group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section B

LGA – priority ranking of this project

Priority ranking of no of applications received

of applications received

Is this project consistent with the

☐ Local Plan ☐ Regional Plan ☐ State Plan

Have all planning and building approvals been given for this project?

☐ Yes ☐ No

If no, what approvals are still outstanding?

Project Rating (Please tick the most appropriate box to describe the project)

- | | | |
|---|--|--------------------------|
| A | Well planned and needed by municipality | <input type="checkbox"/> |
| B | Well planned and needed by applicant | <input type="checkbox"/> |
| C | Needed by municipality, more planning required | <input type="checkbox"/> |
| D | Needed by applicant, more planning required | <input type="checkbox"/> |
| E | Idea has merit, more planning work needed | <input type="checkbox"/> |
| F | Not recommended | <input type="checkbox"/> |

LGA comments (Required):

Signed

Position

Date

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on the last working day in August**. Late applications cannot be accepted in any circumstances.

DSR OFFICES

PERTH OFFICE

246 Vincent Street
LeedervilleWA 6007
PO Box 329
LeedervilleWA 6903
Tel: (08) 9492 9700
Fax: (08) 9492 9711

PEEL

Suite 94
16 Dolphin Drive
PO Box 1445
MandurahWA 6210
Tel: (08) 9550 3100
Fax: (08) 9550 3199

PILBARA

Karratha Leisureplex
Dampier Hwy, Karratha
PO Box 941
KarrathaWA 6714
Tel: (08) 9182 2100
Fax: (08) 9182 2199

SOUTH WEST

80A Blair Street
PO Box 2662
BunburyWA 6230
Tel: (08) 9792 6900
Fax: (08) 9792 6999

GREAT SOUTHERN

22 Collie Street
AlbanyWA 6330
Tel: (08) 9892 0100
Fax: (08) 9892 0199

GASCOYNE

4 Francis Street
PO Box 140
CarnarvonWA 6701
Tel: (08) 9941 0900
Fax: (08) 9941 0999

GOLDFIELDS

106 Hannan Street
PO Box 1036
KalgoorlieWA 6430
Tel: (08) 9022 5800
Fax: (08) 9022 5899

KIMBERLEY – Kununurra

Government Offices
Cnr Konkerberry Drive and
Messmate Drive
PO Box 1127
Kununurra WA 6743
Tel: (08) 9166 4900
Fax: (08) 9166 4999

WHEATBELT - NORTHAM

298 Fitzgerald Street
PO Box 55
NorthamWA 6401
Tel: (08) 9690 2400
Fax: (08) 9690 2499

WHEATBELT – NARROGIN

Government Offices
Level 2, 11-13 Park Street Narrogin
WA 6312
Telephone 0429 881 369
Facsimile (08) 9881 3363

MID-WEST

Level 1, 268-270
Foreshore Drive
PO Box 135
Geraldton WA 6530
Tel: (08) 9956 2100
Fax: (08) 9956 2199

KIMBERLEY – Broome

Unit 2, 23 Coghlan Street
PO Box 1476
Broome WA 6725
Telephone (08) 9195 5750
Facsimile (08) 9166 4999
Mobile 0438 916 185