

GIVE HAPPY LIVE HAPPY



NATIONAL VOLUNTEER WEEK 8-14 MAY 2017

National Volunteer Week Grants Program Application Form

Tick the box which best describes who you are

- Incorporated, not-for profit organisation
- Non Incorporated Organisations sponsored by an Incorporated body – see Section 2 below)
- Local Government Authority
- Volunteer Resource Centre

Applicant's Details

Name of Applicant	Esmeralda Harmer		
Organisation Name	Shire of York		
Postal Address	PO Box 22		
	York	Postcode	6302
Applicant email	cedo@york.wa.gov.au		
Organisation website	http://www.york.wa.gov.au		

For Non Incorporated Organisations Only

If you are not an incorporated organisation you will require an incorporated sponsor organisation to apply for the grant on your behalf. Please note that if the application is successful the sponsoring organisation will be responsible for meeting the terms and conditions of the grant, for keeping financial records and providing a financial acquittal of the funds granted.

Incorporated Sponsoring Organisation	NA		
Contact Person			
Address			
		Postcode	
Telephone			
Email			

Your Project – projects must take place during National Volunteer Week

Project Name	National Volunteer Week – Thanks a Bunch!				
Event date	8 or 9 May, 2017 dependant on Volunteers preference of date				
Location/s	York Town Hall				
Region/s – please tick	Perth Metro <input type="checkbox"/>	Peel <input type="checkbox"/>	South West <input type="checkbox"/>	Great Southern <input type="checkbox"/>	Pilbara <input type="checkbox"/>
	Wheatbelt <input checked="" type="checkbox"/>	Mid West <input type="checkbox"/>	Gascoyne <input type="checkbox"/>	Goldfields - Esperance <input type="checkbox"/>	Kimberley <input type="checkbox"/>

Amount Requested [\$1000 maximum]	\$1000.00
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Describe your project and how you are planning to do it (max 250 words)

The Shire of York's - Volunteer grant will provide a formalised morning tea to show thanks and appreciation to approx. 30+ Volunteers who continually contribute time and energy to a number of Shire supported projects.

In previous years, the Shire has recognised individual volunteers who have gone above and beyond the duties of a volunteer by way of special mention in news articles, in speeches or as part of other events largely run through Volunteer support. This year the Shire have a number of Volunteers who have indicated their retirement from volunteering is imminent and would like to take the opportunity the NVW grants offers to formally recognise their efforts and celebrate the continued support our existing volunteer base through a community morning tea.

The morning tea will be served high tea style in the iconic town hall by voluntary support of Community members, new residents and organisations who have had an association with the Shires volunteers through their extensive involvement in projects such as The Welcome to York Bags, Storytime, Library Services, Event support and the development of the 13 self drive tours available through the York Visitors Centre.

Formal presentations by the Shire President and Members of the Community presenting bunches of flowers for each volunteer along with a small memento acknowledging their contribution to Shire services and the Community.

Through consultation with Volunteers it is anticipated approx. 35 – 40 Volunteers of the Shire will be attending the event.

What are the projects' expected benefits for your community? (max 150 words)

When planning the event, Officers of the Shire asked Volunteers how they envisioned a volunteer event could look. The majority response indicated they would be happy with any event that did not involve them doing the dishes afterwards! Further to this community consultation with groups who had received assistance through the Shire's volunteers on the topic was undertaken and with the volunteers in mind, the concept of a high tea morning tea was developed

The event concept has attracted local attention and inspired collaborative involvement from the York Society, York Community Radio and Friends of the Cemetary to assist in catering and waiting tables for the event. Recognition certificates and small mementos will also be sourced locally with the assistance of the York Men's Shed and the York Community Matters has indicated their intention to run an editorial piece in the newspaper that acknowledges the contribution of all the Shire of York's Volunteers.

Project Funding

Please show how you plan to spend the grant and whether you expect any other income to support your project. Please note that the amount requested is the **maximum** Volunteering WA will pay. Should the event cost more you will be liable to make up the difference.

Total amount requested from the National Volunteer Week 2017 Grant [to a maximum of \$1000]. Do not include any GST in this amount.	\$1000.00
Other sources of funding including cash and in kind contributions	Cash \$ Shire In Kind Contribution \$500 (Town Hall Hire, Chair & Table Hire, Works support setup costs, Advertising of event, Shire staff time to attend and support event)
Total project Cost	\$1500.00

Project Budget

What will the money be spent on? Please do not include GST.

Budget Items	Expenditure (\$)
<i>For example:</i> Printing and promotion Venue Hire Catering Guest Speaker	 500.00 200.00 150.00 200.00
Catering for morning tea for 55 people @\$10.00	\$550.00
Printing of certificates on specialty card 55@ \$3.00 per certificate	\$165.00
Mementos 55pp @ \$5.20	\$285.00
TOTAL	\$ 1000.00

Financial Details - taxation details of the organisation managing the grant funding

ABN	55 315 676 247
Is the organisation registered for GST?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/>
Is the organisation not-for-profit	<input type="checkbox"/> No <input type="checkbox"/>

Bank account details

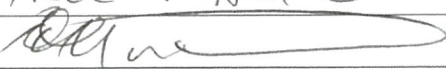
Name of incorporated organisation applying for funding	NA								
Bank	Bendigo								
Suburb	York								
Branch code/BSB	6	3	3	0	0	0			
Name of organisation receiving funding [if different from above]									
Account number - up to 9 digits Do not include BSB Code	1	1	8	6	3	0	6	2	3

Declaration

Please complete and sign the declaration.

This declaration is made by the applicant [an eligible incorporated organisation or local government authority] or an appropriate sponsoring body on behalf of the applicant:

- I declare that I am authorised to sign legal documents on behalf of the organisation.
- I declare that all the information provided is true and correct.
- I give permission to Volunteering WA, if applicable, to contact any persons or organisations in the processing of this application and understand that information may be provided to other agencies, as appropriate.
- If a Grant is provided I am aware the Grant Terms and Conditions as outlined in the Guidelines will apply to ensure projects are appropriately completed and accountability requirements are met.
- If a Grant is provided I understand that the organisation will meet the initial cost and be reimbursed by Volunteering WA once the summary report and expenditure receipts have been submitted.
- If a grant is provided I agree to ensure that appropriate insurances are in place (e.g. worker's compensation, volunteers, professional indemnity, public liability, motor vehicle etc).
- I agree to run the project as stated, and provide a final acquittal report and Statement of Financial Income and Expenditure to demonstrate how the grant funds were utilised to Volunteering WA within 30 days of completion of the project and that the final report will demonstrate achievement of the project aims and objectives.
- I agree to follow the guidelines that outline how Volunteering WA and National Volunteer Week 2017 will be recognised.
- I declare that the organisation is financially viable and is able to meet all accountability requirements.

Organisation Name	SHARE OF YORK
Name of Authorising Officer	Paul Martin
Signature of Authorising Officer	
Date	24/2/17



Please contact Volunteering WA on 9482 4333 if you require any assistance with your application or email info@volunteeringwa.org.au.

Please check the Volunteering WA website www.volunteeringwa.org.au and Volunteering Australia website www.volunteeringaustralia.org for any promotional items/downloads which may be available to assist you with your event.

CLOSING DATE: 5.00 pm Sunday 26 February 2017

Please note: no late applications will be accepted.

Successful organisations will be notified via email by Tuesday 28 February 2017



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- Local Government Authority
- Volunteer Resource Centre

Applicant's Details

Name of Applicant	Katie Benfield		
Organisation Name	York Residency Museum		
Postal Address	P0156 York		
		Postcode	6302
Applicant email	katie.benfield@york.wa.gov.au		
Organisation website	http://www.york.wa.gov.au/york-museum-home.aspx		

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Incorporated Sponsoring Organisation			
Contact Person			
Address			
		Postcode	
Telephone			
Email			

Your Project – projects must take place during National Volunteer Week

Project Name	National Volunteer Week - Thank You For Volunteering Day Out				
Event date	08/05/2017				
Location/s	York Residency Museum – Ace Cinemas midland				
Region/s – please tick	Perth Metro <input type="checkbox"/>	Peel <input type="checkbox"/>	South West <input type="checkbox"/>	Great Southern <input type="checkbox"/>	Pilbara <input type="checkbox"/>
	Wheatbelt <input checked="" type="checkbox"/>	Mid West <input type="checkbox"/>	Gascoyne <input type="checkbox"/>	Goldfields - Esperance <input type="checkbox"/>	Kimberley <input type="checkbox"/>

Amount Requested [\$1000 maximum]	\$1000.00
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Describe your project and how you are planning to do it (max 250 words)

The Residency Museums - Thank You For Volunteering Day Out will enable the York Residency Museum to say thank you to our dedicated Volunteers who give their time and energy to our organisation. The idea to celebrate our volunteers needed to show them how much they meant to us, be appropriate for a range of ages and interest, but most importantly it needed to be fun and inclusive.

This year we would like to go above the expectations of a recognition certificate and a muffin and take them for a wonderful day out celebrating and acknowledging their efforts. We have a dedicated team of 30-40 volunteers of which most are elderly retirees. We will advertise the event to past and present volunteers to enable the opportunity for all members to network and share social connections.

As a community museum located in the wheatbelt there are no cinemas close by for the community to enjoy. We feel that by transporting our Volunteers to the cinema via the community bus they will get to experience unique and partake in an outing usually reserved for special occasions.

Museum staff will greet volunteers in the morning and coordinate transportation to Ace Cinemas Midland (approx. an hour and a half drive). Volunteers will enjoy light refreshments and a private screening of their choice at Ace Cinema Midland.

What are the projects' expected benefits for your community? (max 150 words)

The event concept has attracted local attention and inspired collaborative involvement from the York Friendship Club, York Community Resource Centre and Retirees WA to assist in facilitating drivers for the event, recognition certificates and aims to include an editorial piece in the newspaper that acknowledges the contribution of the Residency Museum Volunteers, with a particular focus on the reestablishment of the Noongar Six Seasons Garden Walk, a project entirely managed and operated by our Residency Museum Volunteers.

Project Funding

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Total amount requested from the National Volunteer Week 2017 Grant [to a maximum of \$1000]. Do not include any GST in this amount.	\$1000.00
Other sources of funding including cash and in kind contributions	Cash \$
	In Kind \$
Total project Cost	\$1000.00

Project Budget

What will the money be spent on? Please do not include GST.

Budget Items	Expenditure (\$)
<i>For example:</i> Printing and promotion Venue Hire Catering Guest Speaker	500.00 200.00 150.00 200.00
Movie ticket cost and morning tea to be provided by Ace Cinemas Midland	\$900.00 - \$20.00 each for 45 people
Printing of certificates and promotional material for new/potential volunteers	\$100.00
TOTAL	\$ 1000.00

Financial Details - taxation details of the organisation managing the grant funding

ABN	55 315 676 247
Is the organisation registered for GST?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/>
Is the organisation not-for-profit	<input type="checkbox"/> No

Bank account details

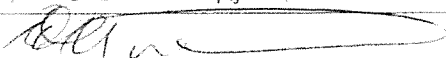
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- I declare that the organisation is financially viable and is able to meet all accountability requirements.

Organisation Name	SHIRE OF YORK
Name of Authorising Officer	TONY MARRI
Signature of Authorising Officer	
Date	24/2/17



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