

# COMMUNITY GRANTS PROGRAM GUIDELINES



## *What are community grants?*

The Community Grants Program at Allara estate provides the opportunity for community groups and organisations to apply for funding to support community events, activities and projects or to purchase vital equipment.

This Community Grants Program is all part of a commitment to help the community grow and become self-sustainable over time.



# COMMUNITY

## Grants Program Guidelines

### 1 OVERVIEW

Through the Community Grants Program, eligible community groups and clubs can apply for funding to support their projects, activities and events, or seek assistance in purchasing vital equipment.

It's all part of a commitment to help the community grow and become self-sustainable over time.

Before completing and submitting an application form, please be sure to read these Community Grants Program Guidelines.

To enable approved grant funding to be provide in a timely manner, please be sure to submit an application at least two months before your project/activity/event is scheduled or in advance of when the equipment is required.

### 2 FOCUS AREAS

Our Community Grants Program supports community groups and clubs located in or around an estate. To attract funding, applications should relate to one or more of the following:

- Community based activities/events
- Community safety
- Culture and arts
- Education/training/capacity building
- Environmental sustainability
- Sport, recreation and healthy lifestyle
- Youth development programs



### 3 INELIGIBLE ACTIVITIES INCLUDE

- Individuals pursuing personal activities
- Political campaigns and lobbying groups
- Businesses or individuals who seek grant funding for commercial related matters
- Organisations seeking grant funding for religious purposes
- Prize giving/award events and/or ceremonies
- Activities that do not align with the focus areas above
- Duplicate\* existing grants or those that may involve other land developer competitors

\* While groups/clubs may submit more than one sponsorship request in the same year, preference may be given to other applicants to ensure a spread of support across the community.





## 4 FUNDING CATEGORIES

The following two categories are available for grant funding:

### 1. Project/activity/event

Grant funding under this category aims to assist community groups and clubs to deliver projects/activities/events for the local community. Consideration will be given to events which encourages community connectedness and participation from a wide range of people - both within and outside the estate.

Some examples of eligible projects/activities/events include:

- Community networking or capacity building workshops
- Arts/cultural activities or celebrations
- Calendar milestone activities or events (i.e. Australia Day, Easter, Christmas, etc.)
- Outdoor movie screenings
- Music concerts/performances
- School activities/fairs/fetes
- Community markets/festivals
- Youth camps/programs
- Fun runs or other community sporting events
- Charity initiatives or other fundraisers
- New/updated community facilities or beautification projects

### 2. Equipment

Grant funding under this category aims to assist with the purchase of equipment to provide the means for community groups and clubs to become self-sustaining and, in some cases, more diverse in future. Consideration will be given to equipment that enables groups to carry out fundraising activities, encourages active participation and/or allows for additional activities/services to be provided.

Some examples of eligible equipment include:

- BBQ
- Gazebo/marquee
- Signage
- Sporting equipment - for games or training purposes
- Uniforms

## 5 ASSESSMENT CRITERIA

Grant funding approval will generally be based on:

- Connection to the estate
- Alignment to the focus areas
- How well the project/activity/event or equipment will benefit the local community/estate

- Level of financial and in kind contribution by applicant group
- Additional support & contributions from other organisations/sponsors
- Capacity for the initiative to become self-sustainable in the long term
- Capacity of the applicant organisation to manage and be accountable for grant funds and the project/activity/event or equipment
- Whether the applicant organisation has any acquittal forms outstanding for previous grant funding

## 6 MARKETING AND BRANDING

Grants provide an opportunity for brand building, logo placement and media/public relations exposure for the sponsor which is done on behalf of the recipient group in return for funding. As a condition of grant funding, beneficiary groups will be required to showcase estate logos on any promotional and/or marketing material that is used to promote the sponsored project/event/activity or equipment. Any additional marketing or promotional opportunities offered through the grant funding will be viewed favourably.

## 7 HOW TO APPLY

Please refer to the simple step-by-step checklist overleaf.

## 8 SUCCESSFUL APPLICATIONS

What happens if our application is successful?

If your application is successful you will be required to:

- Complete a supplier details form as provided in order to be set up on our payment system
- Provide evidence (on request) to validate the funding amount set out in the application (i.e. quotes/receipts)
- Provide a compliant (tax) invoice following the invoicing instructions as provided
- Acknowledge the relevant estate as a sponsor of the project/activity/event or equipment
- Acquit the sponsored project/activity/event or equipment within one month of completion/purchase using the acquittal form as provided



## NEED MORE INFORMATION OR ASSISTANCE?

Get in touch with the Allara Team:

**Phone** 9368 9000

**Email** [living@allaraestate.com.au](mailto:living@allaraestate.com.au)

**Post** PO Box 1346  
West Perth WA 6872



\* In no event can Satterley, DevelopmentWA or any of their estate entities or other related entities or associates be held liable for any direct, consequential, special, incidental or indirect loss or damages arising out of the use of grant funds. Grant funding may be subject to the provision of a Public Liability Certificate of Currency and other criteria.

# COMMUNITY

## Grants Program



Applicant step-by-step process checklist

### 1 READ THESE GUIDELINES

- For any questions relating to these guidelines, please contact the Allara Team on 9368 9000 or via email [living@allaraestate.com.au](mailto:living@allaraestate.com.au)

### 2 COMPLETE AN APPLICATION FORM

- Obtain by contacting the Allara Team on 9368 9000 or via [living@allaraestate.com.au](mailto:living@allaraestate.com.au)
- OR
- Download from the website:
  - Go to [satterley.com.au/allara](http://satterley.com.au/allara)
  - Hover over 'Community' in the top menu bar
  - Select 'Community Grants Program'
  - Click on the 'application form' link

### 3 SUBMIT YOUR COMPLETED APPLICATION FORM

- Follow instructions at the end of the application form.
- Where possible, submit your application form 2 months before your project/activity/event date or in advance of when the equipment is required.

### 4 APPLICATION ASSESSMENT & NOTIFICATION

- Your application will be assessed by an internal committee
- You will be advised of the outcome no later than 2 weeks from submission



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