cassia
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COMMUNITY SPONSORSHIP PROGRAM

Through the Cassia Community Sponsorship Program, eligiable groups and clubs can apply for funding to support community projects, activities and events, or to purchase equipment. It's all part of Cassia's commitment to helping the community grow and become self-sustainable over time.

The Cassia Community Sponsorship Program is proudly founded by landowners, DevelopmentWA, and is managed by satterley as project partners.

For a copy of the grant application form:

- Email sponsorship@satterley.com.au.

Satterley

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COMMUNITY SPONSORSHIP GUIDELINES

WHAT IS COMMUNITY SPONSORSHIP?
Satterley Property Group's Community Sponsorship Program 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 Sponsorship Program is all a part of a commitment to help the community grow and become self-sustainable over time.

COMMUNITY SPONSORSHIP GUIDELINES

1. OVERVIEW

Through sponsorship, 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 Sponsorship Guidelines.

To enable approved sponsorship 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. SPONSORSHIP FOCUS AREAS

Our Community Sponsorship 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 sponsorship for commercial related matters
- Organisations seeking sponsorship for religious purposes
- Prize giving/award events and/or ceremonies
- Activities that do not align with the focus areas above
- Duplicate* existing sponsorships 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 CATERGORIES

The following two categories are available for sponsorship funding:

1. Project / activity / event

Sponsorship 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
- Outdoor movie screenings
- Music concerts/performances
- School activities/fairs/fetes
- Community markets/festivals
- Youth camps/programs
- Fun runs or other community sporting event
- Charity initiatives or other fundraisers
- New/updated community facilities or beautification projects

2. Equipment

Sponsorship 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

Sponsorship approval will generally be based on:

- Connection to the estate
- Alignment to the sponsorship 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 sponsorship funds and the project/ activity/event or equipment
- Whether the applicant organisation has any prior sponsorship acquittal forms outstanding

6. MARKETING AND BRANDING

Sponsorship provides 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 sponsorship, 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 sponsorship 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 community sponsorship 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 any evidence (on request) of sponsorship amount requested (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 our Sponsorship Team:

Email sponsorship@satterley.com.au

*In no event can Satterley or its 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 sponsorship funds. Sponsorship may be subject to the provision of a Public Liability Certificate of Currency and other criteria.

COMMUNITY SPONSORSHIP PROGRAM

Applicant step-by-step process checklist

1. READ THESE SPONSORSHIP GUIDELINES

For any questions relating to these guidelines, please contact the Sponsorship Team via email sponsorship@satterley.com.au

2. COMPLETE SPONSORSHIP APPLICATION FORM

- Obtain by contacting the Sponsorship Team via sponsorship@satterley.com.au; **OR**
- Download from the website:
  a. Go to satterley.com.au/cassia/living-in-cassia/community-grants/
  b. Click on the '**Download the application form**' link

3. SUBMIT SPONSORSHIP APPLICATION FORM

- Follow instructions at the end of the sponsorship application form
- Where possible, submit 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 sponsorship committee
- You will be advised of the outcome no later than 2 weeks from submission