



celebrating over 30 years supporting our community



## Community Fund Donation Application

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Round 25 Closing 31<sup>st</sup> May 2019

## GENERAL DONATIONS POLICY

***The objects for which the Association is established are:-***

- (a) *To provide for members and for members' guests, a social and sporting Club with all the usual facilities of a Club including residential and other accommodation, liquid and other refreshments , libraries and provision for sporting, musical and educational activities and other social amenities.*
- (b) *To maintain a fitting memorial to the valour and sacrifice of those who served the nation in the Great War of 1914-1918, the World War of 1938-1945 and subsequent conflicts and those who suffered the supreme sacrifice.*
- (c) *To promote all or any other objects of the Returned Services League of Australia (Queensland Branch).*
- (d) *To assist, support and promote the district of Nerang and to do or engage in any such things beneficial to the Club and the Community including the acquisition of property, its lease for the purpose of providing capital assets and where the Club considers appropriate revenue from these for the benefit of the Club.*

Nerang RSL & Memorial Club Inc. provides support through financial and in-kind assistance to a variety of groups and causes. This Association receives many requests for financial support throughout the year and provides assistance to a range of causes as a result.

Each year this Association distributes funds to groups who are associated with the Club and its primary aims and also to external organisations, primarily within the 4211 region.

We receive a large number of requests and in order to allocate funds in a transparent and fair manner requests will be dealt with on a quarterly basis with round closing dates of 28 February, 31 May, 31 August and 30 November of each year and will not be considered on an ad hoc basis.

Requests that do not fit within specific donations funding criteria will be dealt with in the following manner:

1. This Association receives numerous requests for the use of rooms for various meetings and events. The Association will support where available, requests from affiliated and charitable community groups under terms and conditions as negotiated with management
2. Requests for non-monetary items to be used in fundraising activities will be provided at management's discretion.
3. Requests from national organisations will generally not be supported, our policy is to support only locally based groups or projects or projects by national organisations that are directly servicing people in our local area.

## **APPLICATION ELIGIBILITY**

All applications must demonstrate benefit to communities in the 4211 postcode area.

A new application form is required every funding round, old application forms cannot be submitted.

Applying for funding means that you agree to follow all guidelines when making the application and follow requirements if an application is approved.

If the request is successful you must keep and maintain for a period of five years the necessary records to substantiate the information contained within the application.

Organisations must acknowledge the Nerang RSL & Memorial Club Inc. financial contribution to the project or activity, e.g. through recognition of the donation in publicity and/or marketing material.

## **APPLICATION ASSESSMENT**

All eligible applications are presented to the Donation Committee for consideration at their quarterly meeting. The Committee may choose to part fund an application.

The Committee may attach special conditions to a donation, such as reporting requirements. Any special conditions will be outlined in writing. By accepting the donation you agree to meet any special requirements.

All applicants will receive notification of an outcome, whether successful, unsuccessful, or ineligible.

## **PAYMENT**

All donations will be paid by cheque; recipients will be required to attend a donation presentation at a mutually convenient time.

All documents supporting payments must be on commercial terms. Any contract entered into with a supplier / contractor will be on commercial terms to ensure no conflict of interest issues arise between the organisation, its members and suppliers.

Please note: As donations are considered quarterly, the approval and subsequent presentation process may not be completed for up to 6 months after application.



Applicants should read the guidelines carefully before completing the application form. Please answer each question fully, if the space provided is insufficient, expand your statement on a separate sheet.

Enquiries can be directed to Member Services  
Phone: 5578 1222  
Email: info@nerangrsl.com

When completed please forward the application form and any attachments to  
The Secretary  
Nerang RSL & Memorial Club Inc.  
P O Box 119, Nerang Qld 4211

#### **ORGANISATION DETAILS**

***Name of Organisation***

***Postal Address***

<input type="text"/>
<input type="text"/>

***Postcode***

***Street Address***

<input type="text"/>
<input type="text"/>

***Postcode***

#### **CONTACT PERSON:**

***Mr***  ***Mrs***  ***Ms***  ***Miss***  ***Other***

***Full Name***

***Position in Organisation***

***Telephone***

***Mobile***

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