

ATTACHMENT A Community Contributions Guidelines

Purpose

The aim of the Canberra North Bowling & ACT Rugby Union Club (the Club) Community Contributions Program (the Program) is to provide financial and in-kind assistance (community contributions) to sports affiliated with the Club and to other local community-based organisations that make a valuable contribution to the Inner North Canberra community. Applications for assistance are a matter for the Board to decide and/or ratify.

Eligible Applicants:

- i. Community organisations that reflect the objects of the Canberra North Bowling and ACT Rugby Union Club Incorporated:
 - i. foster and encourage interest and participation in sport in the ACT, particularly the game of Lawn Bowls and the Rugby Union Football Code; and
 - ii. promote social intercourse amongst the Members and guests of the Association.
- ii. Sporting organisations affiliated with the Club or which foster amateur sport within the ACT.
- iii. Not-for-profit clubs/groups/associations serving the Inner North Canberra community.
- iv. Proposals to benefit individuals will not be considered.

Guidelines for applicants

- i. Applicants must demonstrate a need for financial assistance and provide detailed information on how the community contributions would be used to assist their organisation.
- ii. Applications to participate in the Program must be completed each financial year.
- iii. Assistance will be assessed on a case by case basis and may be a combination of cash, in-kind, or fundraising opportunities.
- iv. The value of community contributions to be given by the Club may be determined on the organisation's contribution to the community, along with the level of Club activity and expenditure measured through the RUC Rewards Program at the Club venue.
- v. Applicants must outline the percentage/value of assistance requested to support women's sporting teams, events or programs including women's coaching equipment, training or insurance for women's sporting activities.
- vi. Assistance provided under the Program can be used only for the agreed purpose. Any variation to the use of the community contributions must be approved in writing by the Club.

- vii. Requests for assistance must comply with the community purpose provisions of the ACT Gaming legislation.
- viii. All applications will be reviewed by the Club's Community Contributions Sub-Committee prior to ratification by the Club Board.

Additional information

- ix. Payments to the nominated organisation will only be made by electronic funds transfer or cheque.
- x. Successful applicants must complete and submit an acquittal form provided by the Club confirming the amount and purpose of the funding.
- xi. Applicants are strongly encouraged to remain active within the Club by way of regular visitation to the Club's premises, attending presentation nights, fundraisers, regular meetings and attendance at the Club's annual general meeting.
- xii. Successful applicants are invited to share stories on how the funds being raised and used by the organisation have benefited their group and/or the local community. Such stories may be shared on the Club's social media sites.
- xiii. The Club reserves the right to immediately cease its support and your organisation's participation in the Program should the behaviour of your organisation, your staff or members bring the Club into disrepute, such as at our venues or on social media.
- xiv. Application forms are available from the Club's website or premises at 54 McCaughey Street Turner ACT 2612. To apply online, fill out the form found at www.theruc.com.au.
- xv. For more information please contact the Secretary Manager: Jeremy Wilcox on 6247 7838, or email jeremy@theruc.com.au

ATTACHMENT B - Community Contributions application form

**Community Contributions Program
Application Form**

Please complete and return this form to:

CNBACTRUC Community Contributions Sub-Committee

info@theruc.com.au

1. Organisation details

Name: _____

Postal address: _____

Authorised officer: _____ Title _____

Phone number (Business) _____ (Mobile) _____

Email: _____

2. Registration details

Registered charity for taxation purposes? Yes/No (please circle)

Not for Profit organisation? Yes/No (please circle)

Incorporated Association? Yes/No (please circle)

3. Account details

BSB: _____ Account number: _____

Account name: _____

4. Aim/Objective (please provide brief description of organisation's objectives – additional information can be attached if appropriate)

5. Grant purpose (details of intended use of funds): \$ _____ (amount sought)

6. Acknowledgement

I certify that if a grant is received from the Canberra North Bowling and ACT Rugby Union Club Incorporated by

_____ ,

The grant will be used for the purpose as stated at section 5 above and acquitted in accordance with the form which be supplied by the Club.

I also agree to the use of information about this grant on the Club's social media platforms.

Signature of authorised officer: _____

Date: _____