

APPLICATION
Economic, Events and Tourism Development Fund (EETDF)



Funding available for projects occurring between 1 July 2022 and 30 June 2023.
 Please also refer to the EETDF Guidelines.

SUMMARY		
Association/Organisation Name		
Incorporation Status	Incorporated <input type="checkbox"/>	Non- Incorporated <input type="checkbox"/>
If not Incorporated, Auspice Details		
Project Name		
Project Contact Person		
Position Held		
Postal Address		
Contact Number		
Contact Email		
Australian Business Number (ABN)		
GST Registered	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does your organisation operate on a not for profit basis?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Total CASH Amount Requested from the Shire of Broome (Cash)	\$	ex GST
Total CASH Amount Contributed by Applicant or Other Funders (Cash)	\$	ex GST
Total Project Cost (Cash)	\$	ex GST

PROJECT DETAILS

Is your Project based in the Broome District?

Yes

No

Project Dates

Start Date:

End Date:

Project Description

(max 500 words)

Tell us about your project. What is the project purpose? What opportunities/issues does the project aim to address?

Project Outcomes

(max 500 words)

*What will the project achieve? Why should this project be supported?
What are the community and economic benefits for Broome District?*

Project Outputs

(Max 500 words)

What will the Shire of Broome funding be used for?

Project Plan

(max 500 words)

How is the project being delivered? What are the key milestones/dates? What government approvals are required to deliver the project?

Stakeholder Engagement

(max 500 words)

Outline the community support, engagement, and/or investment in the Project. Do you intend to use local businesses and/or services for your project?

Project Sustainability

(max 500 words)

What is the sustainability or viability of the Project to avoid ongoing reliance on Shire of Broome funding?

Risk Management

Have you considered how COVID-19 measures or other risks are managed for your Project?

APPLICANT DETAILS

Project Management Experience

(max 500 words)

Outline your organisations project management experience and capacity to deliver the Project.

Authorising Officer

CEO, Chairperson or equivalent.

Name:

Position:

Financial Reports

If requested is your organisation able to supply financial accounts and annual reports?

Yes

No

Please note: Audited accounts may be requested for funding exceeding \$50,000.

Other Shire of Broome Funding

Have you applied for other funding through the Shire of Broome for projects in 2021-22?

Yes

No

If Yes, please provide details.

GRANT EXPENDITURE DETAILS (Cash)

Please complete the table below.

Any item over \$2,000 for which funding is requested from the Shire of Broome MUST be accompanied by two written quotes.

Preference will be given to projects with 50 per cent or more cash leverage of total project costs.

Item	Total Cost (ex GST)	Contribution requested from the Shire of Broome (ex GST)	Other Contributions	
			Contributor	Amount (ex GST)
TOTAL:				

OPTIONAL: Other Contributions (In-Kind)

In-kind (non-cash) contributions to the project will be considered, though preference will be given to secured cash leverage.

Item	In-Kind Contributions		
	Contributor	Amount (ex GST)	Method of calculation
TOTAL:			

OTHER DETAILS

Supporting Documentation

Please list all supporting documentation attached to your application (quotes, copy of incorporation status, letters of support, evidence of consultation, project plans etc).

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Application Checklist

Please list all supporting documentation attached to your application (quotes, copy of incorporation status, letters of support, evidence of consultation etc).

- Considered alignment with vision and strategies outlined in the EETDF Guidelines.
- Included a copy of Certificate of Incorporation (if part of an auspice agreement with another organisation, please include a letter of confirmation to administer the funding and a copy of their Certificate of Incorporation).
- Considered any government approvals required to deliver your project (e.g. Local, State or Federal).
- Included evidence of public liability insurance (Certificate of Currency).
- Provided two quotes for any purchase over \$2,000 (ex GST).
- Included letters of support from community groups and other stakeholders.
- Retained a copy of this application for your records.

Please return your completed application form using one of the following options:

- Email: shire@broome.wa.gov.au
- Post: PO Box 44 BROOME WA 6725
- Hand deliver: Shire of Broome Administration Office, 27 Weld Street BROOME

For enquiries or to discuss your application please contact Shire of Broome's Community and Economic Development team on (08) 9191 3456.

APPLICATIONS CLOSE 4:00pm Monday 22 November 2021.