

Community Insurance Grant 2023/24 - Application Form Preview

Community Insurance Grant - Declaration

* indicates a required field

Community Insurance Grant

Please note the Eligibility Criteria for the City's Grants & Sponsorship programs before starting your application - see the relevant Guidelines on the [Grants & Sponsorship](#) page on the [City of Perth](#) website.

Applicants are required to meet the following eligibility criteria when applying within the Community Insurance Grant program:

- be an incorporated not-for-profit within the City of Perth local government:
 - resident or ratepayer association; or
 - neighbourhood group; or
 - local community group.
- have its members living or working in or adjacent to the neighbourhood or suburb it represents;
- be able to demonstrate a minimum of 12 months previous expenditure on appropriate insurance cover;
- be able to demonstrate an annual or on-going program of activity which seeks to engage residents and ratepayers;
- be able to demonstrate that the groups objectives allow for longevity beyond resolution of a single issue or cause;
- provide a copy of the Certificate of Incorporation for not-for-profit association; and
- have submitted a grant application prior to purchasing the insurance policy that funding is being requested for.

The City will not consider applications from:

- Commonwealth or State Government Departments;
- a political party;
- a religious body;
- an applicant that the City considers to support, promote or facilitate violence, intolerance or discrimination;
- an employee, contractor or elected members of the City, or their immediate family;
- an applicant that has outstanding debts to the City;
- an applicant who is in legal conflict with the City;
- an applicant that has failed to provide satisfactory acquittal reporting for any previous City funding;
- an applicant that has already received City funding (including in-kind) for the same project within the same financial year;
- an applicant that conducts themselves in a way the City considered to be injurious or prejudicial to the character or interests of the City;
- an applicant who has the option to affiliate to a peak body or state/national organisation with insurance provisions (i.e., sporting (clubs); or
- an applicant that is not recognised as a City of Perth community or neighbourhood association or group.

The City will not consider applications for the following projects or project expenses:

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- where the City considers the primary purpose to be political;
- that the City considers denigrate or exclude parts of the community or have an adverse effect on public health, safety, the environment or heritage;
- that request reimbursement of funds already spent;
- that are for debt reduction or operational deficits; or
- legal expenses.

The City of Perth will not support recurrent operational funding, including, but not limited to wages, salaries, or administrative overheads with the exception of eligible insurances under this program. Additional details on eligibility and other requirements are set out in the City's [Sponsorship and Grants Policy](#). The applicant must review the Policy prior to submitting an application for grant funding and, to the extent of any inconsistency, the Policy takes precedence over this document.

If you have any questions please contact the City of Perth Sponsorship Officer on 08 9461 3333.

I confirm that I have read and understood the eligibility criteria before proceeding with the application *

I confirm

I have allowed for eight weeks for the decision and outcome process *

Yes

No

Applicants are required to allow for eight weeks processing time from application submission date.

Please note you are required to speak with a City of Perth Sponsorship Officer to ensure application eligibility. *

Yes

No

Name of Sponsorship Officer at the City of Perth with whom you have discussed your application *

Please note it is a requirement of this program to discuss your application with a Sponsorship Officer prior to submitting. Please contact the City's Sponsorship team on 9461 3333 to discuss.

Organisation Details

* indicates a required field

Applicant *

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DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Program Information and Criteria

* indicates a required field

Types of policies covered under the program

The Community Insurance Grants program accepts applications for the following types of insurance policies:

- Public and Product Liability;
- Volunteer Personal Accident; and
- Association Liability.

Key Dates

Applications for the Community Insurance Grants program open in July 2023 and can be submitted at any time during the financial year, however decisions will be made on a case-by-case basis in line with budget and strategic priorities.

Applicants should allow up to 8 weeks for a decision.

This grant operates as exhaustive funding, and the City reserves the right to close the program once the available budget has been expended.

Funding Levels Available

Total funding per eligible community or neighbourhood group is limited to a maximum of \$5,000 per annum.

Maximum Contribution

The maximum contribution of grant funding provided by the City is 100% of the total insurance premium costs (within the funding limit of \$5,000).

Assessment Criteria

Eligible applicants for a Community Insurance Grant will be assessed against the extent to which the applicant can address the following criteria.

Essential Criteria

Applicants are required to demonstrate how the association will deliver benefits to the residents and ratepayers within the City of Perth local government area. *

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Applicants are required to provide the organisations Certificate of Incorporation as not-for-profit association: *

Attach a file:

Applicants are required to supply a copy of the association's constitution that clearly outlines the core function/purpose of the association.

Attach a file:

Provide evidence of previous insurance cover. Minimum of 12 months required. *

Attach a file:

E.g. previous insurance policy

Please provide two quotes for each insurance policy to be purchased, from a reputable (APRA regulated issuer/ intermediary that is listed within the National Insurance Brokers Association) insurance provider:

Preferred Quote *

Attach a file:

Secondary Quote *

Attach a file:

Applicants are to demonstrate evidence of an annual or on-going program of activity which seeks to engage residents and ratepayers. This may be a calendar of events, programming list or similar.

Select how you wish to provide the above information: *

Upload form

Complete within form

Provide detail on annual or on-going program of activity which seeks to engage residents and ratepayers. *

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Upload detail on annual or on-going program of activity which seeks to engage residents and ratepayers. *

Attach a file:

Certification and Feedback

* indicates a required field

Privacy Notice

City of Perth pledges to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, [click here](#).

Confidential Information

Please note that the City of Perth must comply with the *State Records Act 2000 (WA)*, *Local Government Act 1995 (WA)* and other relevant legislation and regulations in regard to retaining information and making information available to the general public.

An assessment of your application will form part of the decision recommendation report which may be subject to Freedom of Information (FOI) requests.

Successful applicants may be listed on the City's website.

If you have included any confidential information as part of your application, please make this known to the Sponsorship Officer so that this information can be treated as Commercial-in-Confidence.

Conditions of Funding

City of Perth Grants and Sponsorship Agreement

Successful applicants will be required to accept the terms and conditions of the funding as outlined in the City of Perth's Grants and Sponsorship agreement. The Grants and Sponsorship Agreement is a standard legal document, amendments can not be made to the terms and conditions of the agreement.

Please follow the links to view the standard City of Perth [Sponsorship Agreement](#) or [Grant Agreement](#) templates.

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I agree and understand that amendments can not be made to the standard agreement *

Yes No

Grants and Sponsorship Acquittal

Successful applicants will be required to acquit the insurance policy for which they have been funded.

If successful, the applicant agrees to submit the acquittal by the determined due date.

Acquittal reports will be considered as part of future funding applications.

I agree *

Lobbying of Elected Members and Administrative Staff

Applications or anyone representing the interests of applicants must not lobby or seek to influence the decision-making of Elected Members and administrative staff. If, during the period between submitting a funding application and a determination by Council or the CEO, an applicant or any member of the public seeks to lobby any Elected Member or administrative staff, or attempts to provide additional information, either directly or indirectly, on any matter relating to the funding application, the person/organisation will be disqualified and the sponsorship application excluded from being considered for approval.

In the event supplementary information is requested to be provided to Elected Members, please contact your Sponsorship Officer directly to disseminate this.

I agree *

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant association (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant association is approved for this funding, we will be required to accept the terms and conditions of the funding as outlined in the agreement.

I agree *

Authorised Applicant Contact *

Individual Organisation
Organisation Name

Title First Name Last Name

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Authorised Applicant Contact Position *

Authorised Applicant Contact Primary Phone Number *

Must be an Australian phone number.

Authorised Applicant Contact Primary Email *

Must be an email address.

Application Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few minutes to provide some feedback to the City of Perth Sponsorship team so we can continually improve our application form and process.

How did you hear about this funding program?

- | | |
|---|--|
| <input type="checkbox"/> Previous recipient | <input type="checkbox"/> City of Perth event |
| <input type="checkbox"/> City of Perth website | <input type="checkbox"/> Advertising |
| <input type="checkbox"/> City of Perth social media (Facebook, Twitter, LinkedIn) | <input type="checkbox"/> Industry forum or publication |
| <input type="checkbox"/> City of Perth newsletter | <input type="checkbox"/> Internet search |
| <input type="checkbox"/> Referral/word of mouth | |

Please indicate how you found the online application process:

- Very easy
- Easy
- Neutral
- Difficult
- Very Difficult

How many minutes in total did it take you to complete this application?

Must be a number.

Estimate in minutes i.e. 1 hour = 60 minutes

Please provide the City of Perth with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.