



Graffiti Removal Grants Program Application Form

Overview

Maitland City Council's Graffiti Removal Grants Program provides financial support to local community organisations/groups who deliver graffiti removal services within the Maitland Council public domain, facing areas that benefit residents in our community.

This grant program aims to improve the presentation of our local government area (LGA) and enhance the wellbeing of the Maitland community. It supports community groups and organisations seeking assistance to deliver these services which demonstrate a strong benefit to the community.

Eligibility

Please confirm the following eligibility requirements before completing the application form by ticking the box below. Only eligible applicants will be considered.

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The applicant has successfully acquitted all previous grant finding (if applicable) with Maitland City Council.

Please note the following information:

- Incomplete applications will not be considered.
- Total funding requested is limited to \$5,000 per application per financial year.
- All supporting documentation is provided where requested.
- Please ensure all questions are answered.
- Successful applicants are required to complete a Funding Agreement, outlining the requirements of their grant prior to funds being released.

Application form

Section one – Applicant details

1. Please outline applicant details:

APPLICANT DETAILS:			
Group / organisation name:			
Group / organisation address:			
State:		Postcode:	
Group / organisation website address / social media (if applicable, only public sites are required):			
First name of primary contact person:		Last name:	
Position within group / organisation:			
Primary phone number:			
Primary email address:			

2. Is your group / organisation auspiced by another organisation for the purposes of this grant?

NOTE: UNINCORPORATED GROUPS OR INDIVIDUALS APPLYING FOR A GRANT MUST BE AUSPICES BY AN INCORPORATED BODY.			
	Yes		
	No - go to question three		
Auspicings organisation name:			
First name of primary contact person:		Last name:	
Auspice postal address:			
Primary phone number:			
Primary email address:			

Please ensure a letter or email from the auspicings organisation outlining the arrangement is attached to this application on submission.

3. Have you previously received grant funding from Maitland City Council?

GRANT FUNDING PREVIOUSLY RECEIVED?

	Yes - please provide details below including the project name and the approximate date you received the grant funding.
	No - go to section two
Project name:	
Date previous grant funding received:	

Section two – Project/work program details

4. Please outline the project details:

PROJECT DETAILS

Project / work program name:			
Expected commencement date:			
Expected completion date:			
Project / work program location:			
State:		Postcode:	
Has the group / organisation run this project, or a similar project, before? If yes, please provide details:			

5. Please outline your project budget below:

FUNDING REQUESTED

Total funding requested (grant sought from Maitland City Council):	\$	
Total project cost:	\$	

Expenditure

Cash expenses should not include:

- Ongoing staff costs (regular salaries/wages)
- Recurrent operational costs
- Refundable bonds for equipment or facility hire
- Purchase of items for use outside of the project.

EXPENSE DESCRIPTION	\$ AMOUNT	NOTES (E.G. IN KIND / QUOTE ATTACHED)
Total expenditure	\$	

Section three – Financial details

Please complete the following questions relating to the financial details of the grant request.

6. Is your group / organisation incorporated?

IS YOUR GROUP / ORGANISATION INCORPORATED?	
	Yes – please attached a copy of your Certificate of Incorporation.
	No – if your group / organisation is not incorporated, or you are an individual, please refer to question two.

7. Do you have an ABN?

DO YOU HAVE AN ABN?	
	Yes
	No
ABN:	

Note: if you do not have an ABN, please attached a completed ATO Statement by a Supplier Form with your application.

8. What impact will receiving this funding have on your project?

FUNDING IMPACT	
	Without this funding, the project will go ahead as planned.
	Without this funding, the project will be delayed until alternative funding sources are sought.
	Without this funding, the scope of the project will be amended.
	Without this funding, the project will not go ahead at all.

Section four – Payment details

- 9. Once funding recommendations are approved by Maitland City Council, notification letters are emailed to all applicants. Payments are made via electronic bank transfer to the bank account nominated below.**

If you are being auspicied, please provide the bank details of your auspicied organisation.

PAYMENT DETAILS	
Account Name:	
Bank Name:	
BSB:	
Account Number:	
Email for remittance:	

Section five – Application checklist

- 10. Before submitting this application, please ensure the following items have been met. Your application will not be considered unless the following are supplied with your application.**

Please confirm by checking the below boxes.

APPLICATION CHECKLIST	
	A copy of the group's/ rganisation's Certificate of Incorporation. Where the group/ organisation is not incorporated, a letter or email from the auspicied organisation is required.
	A copy of the group's/organisation's Public Liability Insurance (a minimum of \$20 million coverage).
	Where the group/organisation or individual does not have an ABN, a completed Statement by Supplier form has been supplied.
	Complete all sections of this application form.

Section six – Applicant declaration and authorisation

11. Please read and complete the following declaration.

I, as the applicant, declare that:

DECLARATION	
	The information provided in this application is true and correct.
	As a condition of receiving a grant from Maitland City Council, I agree to submit an acquittal to report on the agreed project results and outcomes, with up to 10 photos attached, no longer than 30 days after the completion of the project, or nine months from receiving the funding.
	I give Maitland City Council unrestricted license to reproduce, resize and give away the supplied images for the promotion of Maitland City Council and the City of Maitland. Images supplied have sought all necessary permissions.
	Where applicable, I will acknowledge Maitland City Council's support in any promotional material or media coverage generated by my group/organisation in accordance with guidelines following approval by Maitland City Council.
	I give consent to Maitland City Council to make public the name of the group/organisation and the funding received, should this application be successful.

12. Please complete authorisation / signature of applicant:

AUTHORISATION	
Name:	
Position held:	
Signature:	
Date:	

Submitting your application

Email:

Please email the Application Form and supporting documentation to ask@maitland.nsw.gov.au. Please include 'Graffiti Removal Grants Program' as the subject line.

Post:

Graffiti Removal Grants Program
Building Services
Maitland City Council
PO Box 220
Maitland NSW 2320

Deliver to:

Graffiti Removal Grants Program
Building Services
Maitland City Council
263 High Street
Maitland NSW 2320

Privacy statement

Maitland City Council is committed to public protection and complies with the Privacy and Personal Information Protection Act 1998 and Government Information Public Access Act 2009.