

<h2>SPONSORSHIP / DONATION APPLICATION FORM</h2>	SF485
	Responsible Officer: Manager Economic Development and Business Sustainability
	Issue Date: 15/12/2022
	Next Review Date: December 2026

A – APPLICANT DETAILS

1. Name:
2. Contact person (if different to above):
3. Postal address:
4. Telephone: Mobile: Email:
5. Do you have any outstanding debts with the Yorke Peninsula Council? (that are not a Community Loan)
☐ Yes ☐ No

B – EVENT DETAILS

6. Event name:
7. Event type:
☐ Free community event ☐ Ticketed, public access event ☐ Private/Invitees only event
8. Event date(s) (DD/MM/YYYY):
9. Event venue/location:
10. Event description (i.e., aims, objectives, major activities, etc.)(1,000 characters max)

11. Is your request for a donation or sponsorship funding?

- ☐ Donation. Please fill in sections C and F
☐ Sponsorship. Please fill in sections D, E and F
☐ Not sure. Please refer to PO187 for details or alternatively contact Council on (08) 8832 0000 for further clarification &/or assistance.

C – DONATION FUNDING

12. Have you received Council donation funding for the same event previously?

- ☐ Yes. Please specify the most recent year's funding value

☐ No.

13. What is the amount requested? (maximum \$250 – any amount exceeding \$250 must be approved by Elected Members at a Council meeting)

\$.....

14. Is in-kind support requested (including but not limited to Council staff assistance, loan of Council facilities, promotion)?

- ☐ Hire of Council facility (specify).....
☐ Council staff assistance (please specify what is being requested) (500 characters max)

- ☐ Promotion via Council website and social media platforms
- ☐ Other (specify) (500 characters max)
.....
- ☐ No

D – SPONSORSHIP FUNDING

15. Have you received Council sponsorship funding for the same event previously?

- ☐ Yes. Please specify the most recent year's funding value
.....
- ☐ No. (skip to question 17)

16. If Yes, have you adequately acquitted the previous sponsorship funding of Council, if applicable?

- ☐ Yes
- ☐ No
- ☐ Not applicable

17. What is the event's target audience?

(Estimated number of participants? Who are they? Approximate percentages of the target audience from outside the region, etc.) (1,000 characters max)

.....
.....
.....
.....
.....

18. Is the event expected to deliver any of the following benefits? (Please select & provide comment)

- ☐ Community development (e.g., sporting, cultural development, recreation, wellbeing, resilience, the celebration of youth and local talents, etc.) (1,000 characters max)

.....
.....
.....
.....
.....

- ☐ Economic and tourism benefits (e.g., food/catering, accommodation engaged into the event; event's attractiveness to in-region visitors and out-of-region tourists) (1,000 characters max)

.....
.....
.....
.....
.....

- ☐ Yorke Peninsula's reputation strengthening (e.g., how does the event contribute to shape and promote the Yorke Peninsula's reputation and appeal?)(1,000 characters max)

.....
.....
.....
.....

-
☐ Environmental conservation and inclusiveness commitments (*for example: initiatives on waste management, is the event inclusive for persons with a disability or accessibility issues?*) *1,000 characters max*
.....
.....
.....
.....

19. How will you promote your event?

Channels	Planned activities
Digital/online media	
Traditional media	
Publicity/public relations	

20. How can you demonstrate the event can be delivered successfully as described? (e.g., a viable financial plan of the event, a risk management plan, organisation's experience in existing/similar event delivery, the roles and responsibilities of key stakeholders involved in the events) (1,000 characters max)

.....
.....
.....
.....

21. What is the amount requested?

Please note that funding per application is up to a limit of \$500 for a local-scaled event and \$2,000 for a Council area-scaled event. Any amount exceeding these totals must be approved by Elected Members at a Council meeting.

\$.....

22. Is in-kind support requested? (Including but not limited to: Council staff assistance, loan of Council facilities, promotion etc.)

- ☐ Hire of Council facility (specify).....
☐ Council staff assistance (please specify what is being requested) *(500 characters max)*
.....
☐ Promotion via Council website and social media platforms
☐ Other (specify) *(500 characters max)*
.....
☐ No

23. How do you intend to promote the acknowledgement of Council's sponsorship? Please refer to PO187 for details of this acknowledgement.

- ☐ Logo acknowledgement
☐ Council's public recognition at the event
☐ Official invitations and speaking/presentation opportunities
☐ Photography/videography
☐ Other (specify) *(500 characters max)*

.....
24. Is this a one-off or recurrent sponsorship request?

- ☐ One-off sponsorship request
☐ Recurrent sponsorship request
☐ Unsure. Please refer to PO187 for details and/or contact Council at (08) 8832 0000 for assistance.

FOR RECURRENT SPONSORSHIP REQUEST ONLY (Q25 – Q27).

25. Up to today, how many times has the event been organised within the Council area?

- ☐ This is a new event ☐ 1-2 times ☐ 3 and more times

26. How regularly has the event been held and/or will the event be organised on the Yorke Peninsula?

- ☐ Ad-hoc ☐ Annually
☐ Biennial ☐ Other (specify)

27. How can you demonstrate the potential for continual growth of the event? (e.g., new initiatives planned to attract a greater level of visitors, new unique points of interest/activities planned to add into the event's highlights) *(500 characters max)*

.....
.....
.....
.....

E - SUPPORTING DOCUMENTS (IF ANY)

- ☐ Event marketing plan
☐ Event sponsorship package

F – DECLARATION

- ☐ I acknowledge that the information provided in this application is true and correct.
☐ I acknowledge that final decisions on all applications are at the discretion of Council.
☐ I acknowledge that the Council cannot guarantee funding for any application and cannot guarantee funding to the full amount requested by any applicant.
☐ I acknowledge that the grant must be spent on the agreed event only.