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Description automatically generated

Individual and Team Grant Fund

The purpose of the individual and team grant fund is to provide financial assistance for persons chosen to represent Tasmania/Australia in sporting, social, economic, environmental development and/or related to the wellbeing of the community.

Assistance will be provided within the following categories -

1. Individual - Interstate representation - $100
2. Individual - Overseas representation - $200
3. Individual - Commonwealth Games, Olympic Games or World Championship representation - $500
4. Team - $200

The assistance is only offered to residents of the Latrobe Council area.

Latrobe Council must receive applications at least four (4) weeks before your event is held. Funding is not retrospective.

Financial assistance is limited to one application per individual/team per financial year.

Grants will not be provided to officials i.e. coaches, managers, judges.

Funding decisions are subject to the available budget.

By way of acquittal, within six (6) weeks of participation -

1. Recipients of up to and including $200 donations are to provide to Council with two images, in jpg format, with captions for public use by Council. Recipients are to ensure that permission is sought from all individuals in the photo for Council to use their image in this manner.
2. As well as the above, recipients of donations over $200 are to provide a short report in relation to their participation at the event.

Please ensure that all information is included at the time of application.

If you have questions about this program or the eligibility criteria, please get in touch with Latrobe Council at 03 6426 4444 or [council@latrobe.tas.gov.au](mailto:council@latrobe.tas.gov.au)

Eligibility

A parent, carer or guardian must submit the application of persons under the age of 18 years.

The parent, carer or guardian must complete the declaration section of the application, and by completing this application, the parent, carer or guardian acknowledges that they are providing consent to the collection of information of a minor.

I confirm that the applicant is eligible to apply for this grant

Please attach proof of residence  
*Can be a letter from your school confirming your residence, or driver’s licence or other official form of identification that includes your residential address.*

Applicant details

|  |  |  |
| --- | --- | --- |
| Title | First name | Last name |
|  |  |  |

Age of application at the beginning of the representation activity 

Parent/Carer/Guardian details

*To be completed if the applicant is under the age of 18*

|  |  |  |
| --- | --- | --- |
| Title | First name | Last name |
|  |  |  |

Relationship to applicant 

Contact details

Address   
*Must be a residential address*

Phone   
*Must be an Australian phone number.*

Email 

Championship details

Name of the championship 

What activity are you competing in 

Start date of the event 

End date of the event 

Location of the event 

Selection Organisation 

Attach written proof of your selection  
*Can be a letter, email or team selection notice that clearly identifies the organisation who has selected you, the event that you will be attending, dates of the event and your details*

Financial details

While grants are typically treated as assessable income for taxation purposes, how they are treated will depend on the recipient's particular circumstances.

Applicants may wish to seek independent advice about the possible tax implications for receiving the grant under the program from a tax advisor, financial advisor and/or the Australian Taxation Office (ATO), prior to submitting an application.

You will need to complete a ‘Statement by Supplier” if not quoting an ABN. This is a form required by the Australian Tax Office. You can get a form to complete by clicking on the link [ATO - Statement by a Supplier](https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/Statement%20by%20a%20supplier.pdf). More information about Tax and Statement by a Supplier Forms, go to [the Australian Tax Office Website](https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/).

When completing this form:

1. Enter the name and address of the person who will be receiving the payment (this is the name of the bank account holder) and can be the athlete or the parent, carer or guardian.
2. You will be asked to provide a reason/s for not quoting an ABN. Check the box/es that match your circumstances.
3. Sign the declaration

The Statement by a Supplier form can be completed by a young person under the age of 18 years if the payment is less than $350.

Provide your ABN   
or attach a copy of your completed Statement by Supplier form

Funding Request

Select relevant category

* Individual - Interstate representation - $100
* Individual - Overseas representation - $200
* Individual - Commonwealth Games, Olympic Games or World Championship representation - $500
* Teams - $200

Bank account information

1. Grant payments will be made via Electronic Funds Transfer (EFT) to the nominated bank account and the department is hereby authorised to make such payments for successful applicants.
2. The Department is under no obligation to verify the authority of the undersigned on the bank account details.
3. The Department will not be held responsible for delays of payment, or errors due to factors outside their reasonable control. The department reserves the right to terminate or suspend an EFT and to pay by cheque or any other manner which the department may determine.

Name of bank account holder 

|  |  |
| --- | --- |
| *If the name of the bank account holder differs from the name of the grant recipient please provide an explanation for the difference.* |  |

Name of bank or financial institution 

Bank account BSB number   
*Must be a valid Australian bank 6 digit BSB. For example 123456*

Bank account number   
*Must be a valid Australian bank account number, excluding the BSB.*

Declaration

The term 'Application' means this form and all attached documents.

The term “Council” means Latrobe Council.

By submitting this form, for and on behalf of the applicant detailed in this application, I acknowledge and warrant (as the case may be) that:

1. I have authority to provide the information contained in this application and to execute (by completion of details below) this application for and on behalf of the applicant.
2. The Council can rely upon the information and representations contained in this application (including these acknowledgements).
3. I have read, understood and I am able to comply with all criteria, terms and conditions contained in the guidelines and application form.
4. I have read and understood the eligibility requirements and assessment method for this program and declare to the best of my information, knowledge and belief, the applicant is eligible under those criteria and the information provided is true and correct.
5. The Council may undertake all necessary credit checks, organisational searches and any other checks and enquiries on the applicant as the Council determines and is hereby authorised to do so.
6. The application is made at the applicant's own cost and risk, the selection of the applicant for program funds is at the absolute discretion of the Council and this application remains the property of the Council.
7. The applicant will be responsible for notifying the Council in writing of any changes relating to information provided in this application. Until receipt of such notification, the Council shall process the application in accordance with the information provided.
8. The applicant agrees to indemnify Latrobe Council against all present and future legal liability, claims or proceedings for financial loss arising from, or attributable to the provision and use of the information contained in this application and/or receipt and use of grant funds.
9. If a grant is awarded the applicant, by submitting this application, enters into a legal agreement with the Council in order to receive the grant. This application form, together with the applicable program guidelines, will form the whole agreement.
10. I am providing personal information to Latrobe Council, which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by the Council for the purpose of the grant approvals process and administering grants. Failure to provide this information may result in my application being unsuccessful or records not being properly maintained. The Council may also use the information for related purposes or disclose it to third parties in circumstances allowed for by law. I have the right to access my personal information by request to the Council and may be charged a fee for this service.
11. Information I provide to the Council and details of assistance may be subject to requests for public disclosure under the *Right to Information Act 2009*.
12. I understand that my application and associated documents may be submitted to third party software to confirm its authenticity.
13. If the applicant does not attend the event, they may be required to return part of, or all of the grant payment.

I agree

Person completing this application

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  | | --- | --- | --- | | Title | First name | Last name | |  |  |  | |  |  |