



**SNOWY MONARO**  
REGIONAL COUNCIL

# **ATTACHMENTS TO REPORTS**

(Under Separate Cover)

**Part 2 of 3**

**Ordinary Council Meeting**

**19 July 2018**





**ATTACHMENTS TO REPORTS  
FOR  
ORDINARY COUNCIL MEETING  
THURSDAY 19 JULY 2018**

**Page No.**

**13 CORPORATE BUSINESS - KEY THEME 4. LEADERSHIP**

**13.1 Donations and Sponsorships July - Dec 2018 submissions.**

Attachment 3 Attachment 3: Submissions 12-21..... 2

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Attachment 4 Attachment 4: Submission 22-31 ..... 136

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## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation

NSW Health - Health Promotion Unit

Contact Person

Jennifer Mazing

Address / Location

Phone Number

E-Mail Address

ABN (If Applicable)

Date of Establishment

N/A.

(If Applicable)

Is your Organisation

N/A.

Registered for GST?

(If Applicable)

### Project / Activity Details

Name of Project / Activity

Tai Chi for Arthritis - Memorial Hall  
Falls Prevention Program Jindabyne  
Cash Amount \$ 160

In Kind Support:

(You will be required to submit copies of quotes from Council in your application)

- ☐ Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
- ☐ Mowing / Gardening
- ☐ Road Closures (Includes Staff time)
- ☒ Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
- ☐ Promotion via Print Media (Council Website Advertisement etc.)

Amount of Funding  
Requested

Other - Please outline \_\_\_\_\_

Briefly describe the Project / Activity

Tai Chi for Arthritis is a Falls Prevention program run by NSW Health trained volunteers. It aims to teach strength & balance, flexibility & fitness.  
(See brochure attached)

**Project / Activity Financial Details**

Financial Details of the Project or Activity for which assistance is sought

This program is run on a not for profit basis & is offered for a gold coin donation that assists leaders with out of pocket costs like petrol, music.

Total Cost of the Project or Activity

The gold coin cost makes this program equitable to all and it is a donation not compulsory.

8hr pw hall hire run on school terms  
July - Dec = \$8/phr x 20 weeks = \$160

Details of other funding received from Snowy Monaro Regional Council (If Applicable)

NIL

Details of other financial assistance sought or obtained

NIL

**Project / Activity Details**

How will your Project / Activity benefit the Snowy Monaro Regional Community?

SMRC residents who participate in our classes will in turn gain strength in their lower bodies which will increase balance & assist in decreasing the possibility of falls. There are also added social benefits to attending class.

What is the expected amount of resident participation?

10-20 participants per week

What other Local Community Groups is involved in this Project / Activity?

Southern NSW Local Health District run this program in all of its LGAs. The SMRC LGA has the lowest number of classes in the LHD due to issues associated with access to and costs of hall hire & availability.

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.

SNSW LHD has recently trained 4 new Tai Chi leaders to add to our team of 6 current leaders. The program recently celebrated 10yrs, but will only continue with community support by business, council, participants & leaders.

How will Council funding be acknowledged?

This beginners class has commenced in Health One meeting room but will soon outgrow that space, which is why we are seeking SNMRC financial support to waive the Memorial Hall supper room hire rate quoted.

E.g. Logo or signage

- Media articles with acknowledgment to health of Lindabyne community. Logo & signage will be displayed at class & on posters.

(Council Funding must be acknowledged in your Project or Activity)

Please provide details of Office Bearers or other Involved Parties

Peta Truscott } NSW Health  
Judith Barton } Tai Chi for Arthritis leaders

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

Increase health & fitness of the over 55yos of Lindabyne. More options of health programs to community members especially in winter season.

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year

N/A - No

A copy of the Group /  
Organisation's Public  
Liability Insurance

Yes

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

Class Brochure Attached.

**Authorization of Applicant**

If the following is not completed, this may result in the application not being considered.

Name

Jennifer Moznia

Office Held / Position

Health Promotion Officer - Sany Manaro Region

E-Mail Address

Postal Address

Phone Number/s

**Declaration and Signature of Applicant**

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

Name

JENNIFER MOZNIA

Position	Health Promotion Officer - Snowy Monaro SNSW LHD
Date	13/06/18.

**Submitting your Application**

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

<b><u>Cooma:</u></b> 81 Commissioner Street Cooma NSW 2630	<b><u>Bombala:</u></b> 71 Caveat Street Bombala NSW 2632
<b><u>Berridale:</u></b> 2 Myack Street Berridale NSW 2628	<b><u>Jindabyne:</u></b> Shop 2, Razorback Plaza Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

**FOR OFFICE USE ONLY**

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:





AAI Limited trading as GIO ABN 48 005 297 807  
GPO Box 2601, Sydney NSW 2001

25 August 2017

Reference: TMFH 249 – 1617

**CERTIFICATE OF CURRENCY – NSW TREASURY MANAGED FUND**

Insurance and Care NSW (icare) administers the New South Wales Government self insurance scheme called the Treasury Managed Fund (TMF). The TMF was established to manage the New South Wales Government's self insured assets and liabilities. It provides cover for asset and liability exposures (other than compulsory third party insurance) for NSW Government Agencies that are members of the TMF.

This certificate of currency confirms that from 1/07/2017 to 30/06/2018, that NSW Ministry of Health is a member of the TMF. Cover is provided in accordance with the TMF Statement of Cover. This means that the NSW Ministry of Health and their employees and volunteers, are fully covered for their legal liability to any third party arising out of their approved activities worldwide.

Cover includes, but is not limited to:

1. Legal liability inclusive of:
  - a. Public Liability for an amount of \$100 Million
  - b. Professional Indemnity for an amount of \$100 Million
  - c. Directors & Officers for an amount of \$100 Million and
  - d. Product Liability for an amount of \$100 MillionIdentifier No: MF050324
2. Comprehensive Motor Vehicle coverage in respect of vehicles owned or leased by NSW Ministry of Health.  
Identifier No: Various
3. Property coverage (including plate glass) on a full replacement (new for old) basis, including consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of NSW Ministry of Health.  
Identifier No: MF050323
4. Personal Accident coverage for Voluntary Workers whilst actively engaged in voluntary work for NSW Ministry of Health. Coverage is provided in accordance with and equivalent to the benefits payable under the NSW Workers Compensation Legislation, as amended.  
Identifier No: MF050325

This Certificate of Currency is provided to Southern NSW Local Health District in respect of organising and coordinating the Physical Activity Leader Network Program: Tai Chi for Arthritis and Community Exercise Classes being held until June 2018 at various community based facilities within the local health district (venues, dates and times are as per program). This Certificate of Currency does not cover program participants nor non-NSW Health employee instructors/presenters.

Inception Date: 30/06/1989

**NOTE:** GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

  
Sandra Myk  
Leader Client Services  
**NSW TREASURY MANAGED FUND**  
Phone No: (02) 8121 3630 Mobile: 0467 721 168  
Email: [smyk@gio.com.au](mailto:smyk@gio.com.au)

icare™ is the brand of Insurance & Care NSW and provides services to the NSW Self Insurance Corporation, which operates the Treasury Managed Fund (TMF) scheme. GIO is an agent for icare™ tmf.

**Jindabyne Memorial Hall**

Name	Year 17/18 Fee (incl. GST)	Unit	Statutory
Stage Lighting	\$5.00	per hour	N
Main Hall	\$10.00	per hour	N
Main Hall	\$155.00	per day	N
Supper Room	\$8.00	per hour	N
Supper Room	\$130.00	per day	N
Kitchen	\$5.00	per hour	N
Kitchen	\$25.00	per day	N
Whole Hall	\$23.00	per hour	N
Whole Hall	\$310.00	per day	N
Tables, Chairs, Crockery and Cutlery	By negotiation with Hall Committee	N/A	N

Not for separate hire

**Snowy Monaro Regional Council**

**- 8 JUN 2018**





*For further information  
please contact:*

**Natania Copp**

Health Promotion Officer  
Southern NSW Local Health District  
[natania.copp@health.nsw.gov.au](mailto:natania.copp@health.nsw.gov.au)

Ph: (02) 6150 7546

Classes are running in your area.

**Beginners welcome!**

For local exercise programs go to:  
[www.activeandhealthy.nsw.gov.au](http://www.activeandhealthy.nsw.gov.au)



Staying Physically Active can  
help you Remain Fit &  
Independent

Classes are run by  
accredited Tai Chi For  
Arthritis leaders.

Dedicated volunteers lead  
classes on a  
not-for-profit basis.

## Join a Tai Chi for Arthritis Class!

### What is Tai Chi for Arthritis?

Tai Chi for Arthritis is an exercise program based on the Sun Style of Tai Chi which:

- consists of slow continuous whole body movements
- is easy to learn, effective, enjoyable & safe
- suits people with different fitness and mobility levels

Studies show that the program reduces pain, assists to prevent falls, and can improve many aspects of your health.

### Target Group

Tai Chi for Arthritis is a falls prevention program that is suitable for people aged 55 years and over

### Health Benefits

Tai Chi for Arthritis exercises focus on:

- **Muscle strength and coordination** - to support and protect your joints and maintain normal function
- **Flexibility** – to free up stiff joints and muscles, move more easily, improve balance, and decrease the risk of falls
- **Fitness** - for proper functioning of the heart, lungs and muscles, and for your overall health

### Learning Tai Chi for Arthritis

- Join a class: beginners welcome!
- Learn the basic movements
- Practice regularly
- Consider continuing classes and enjoy greater health benefits for many years

Our Accredited Tai Chi leaders understand that different health and mobility conditions may affect you and cater for varying levels of fitness and mobility in the group.

Have a chat to your local leader.

Tai Chi for Arthritis classes are run on a not for profit basis.

## Beginners Welcome

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation SNOWY'S PLACE INCORPORATED  
Contact Person MARIA LINKENBAUM  
Address / Location [REDACTED]  
Phone Number [REDACTED]  
E-Mail Address [REDACTED]  
ABN (If Applicable) 913 652 417 24  
Date of Establishment 29 MARCH 2018  
(If Applicable)  
Is your Organisation  
Registered for GST? No  
(If Applicable)

### Project / Activity Details

Name of Project / Activity SOCIAL CAFE  
Cash Amount \$ 1,000 -

Amount of Funding  
Requested

#### In Kind Support:

(You will be required to submit copies of quotes from Council in your application)

- ☐ Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
- ☐ Mowing / Gardening
- ☐ Road Closures (Includes Staff time)
- ☐ Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
- ☒ Promotion via Print Media (Council Website Advertisement etc.)

Other – Please outline \_\_\_\_\_

Briefly describe the Project / Activity PLEASE SEE ATTACHMENT 1

**Project / Activity Financial Details**

Financial Details of the Project or Activity for which assistance is sought To assist with recurring expenses and provide a fund from which further items necessary for the continued operation can be purchased.

Total Cost of the Project or Activity \$1,000 -

Details of other funding received from Snowy Monaro Regional Council (If Applicable) Council has assisted in providing administrative assistance and ongoing support by allowing "The Hub" premises to be used for providing the café services.

Details of other financial assistance sought or obtained The Reaching Out Foundation facilitated the establishment of Snowy's Place and obtained funding to cover setting up and commencement

**Project / Activity Details**

How will your Project / Activity benefit the Snowy Monaro Regional Community? PLEASE SEE ATTACHMENT 1.  
after only three days of full operations (each Monday) patronage tripled, and we provided a hot lunch and convivial surroundings to people in need. It is open to all residents of the Monaro.

What is the expected amount of resident participation? 51 people have volunteered to assist in providing services at Snowy's Place. Various businesses in the area support with donations of food items.

What other Local Community Groups is involved in this Project / Activity? Snowy's Place has the support of many groups, including the disability trust, Salvation Army, YMCA, the churches, NDIS and FACS.



Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.

Snowy's Place has to date provided lunch on 3 Mondays very successfully. Numbers have grown from 8 to 26. The Committee and Volunteers have the various skills and experience necessary to cater for large numbers of guests. Enthusiasm for the Project is high amongst local business owners and community groups. Monday 25 June we served 41 people.

How will Council funding be acknowledged?

E.g. Logo or signage

(Council Funding must be acknowledged in your Project or Activity)

Please provide details of Office Bearers or other Involved Parties

Snowy's Place will acknowledge the support of Council, as it has done already, in its advertising material and on Facebook. It will also prepare a sign which will be displayed permanently at The Hub, and Members will acknowledge Council at all suitable opportunities.  
President: ROGER NORTON Treasurer: AMANDA STEINKE  
Secretary: MARIA LINKENBACH Public Officer: LUKE POPE

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

We refer again to Attachment 1 - the provision of a hot meal for no charge to those in need - or a donation if a guest wishes to donate.

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

All above

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year

A copy of the Group /  
Organisation's Public  
Liability Insurance

ATTACHED.  
Full document is bulky but can be provided  
on request

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

Not applicable

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

Not applicable

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

Not applicable

**Authorization of Applicant**

If the following is not completed, this may result in the application not being considered.

Name MARIA LINKENBACH

Office Held / Position SECRETARY

E-Mail Address

Postal Address

Phone Number/s

**Declaration and Signature of Applicant**

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

Name

MARIA LINKENBACH

Position	Secretary
Date	22/6/2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:

## ATTACHMENT 1

### **Social Cafés (Dining with Dignity)**

Social cafés, as the Reaching Out Foundation have initiated in our region, are a unique approach to providing a service to the socially isolated or disadvantaged utilising the energy and compassion of the local volunteer workforce. They are community based cafés which aim to provide high quality food for free or for a small donation within a community setting that is warm, inclusive and affirming of individual dignity. Services provided by these cafés vary depending on the resources available and the needs of the individual guests. Services offered range from a single weekly midday meal to a number of midday and evening meals during the week, shower and barber facilities, direct access to a range of providers including legal and housing services and financial advice.

A major strength of social cafés is that they are volunteer based and it is most common that all chefs, kitchen staff, waiters and servers, welcomers and cleaners provide their time and skills freely. It is their enthusiasm and energy that creates the 'social' nature of the café offering an environment of acknowledgement and acceptance.

Guests at a social café, who often become regulars, are invited to eat a sit-down three course meal chosen from a menu. They will be served at their self-chosen table and eat at a restaurant quality table setting.

The social café is normally supported and sustained by a volunteer steering committee who are committed to the aims and values of the 'social café'. In turn there is often a parent organisation which can provide the legal and physical parameters necessary for successful operation of a social cafe. In addition, representatives of a variety of support functions such as legal, financial and homelessness services may regularly attend the cafes.





16-04-2018

Snowys Place Inc  
C/- Joanne van der Plaats  
P.O. Box 149  
Cooma, NSW 2630

A division of  
**Jardine Lloyd Thompson Pty Ltd**  
ABN 69 009 098 864  
Lvl 1/ 148 Frome Street  
ADELAIDE SA 5000  
PO Box 1693  
Adelaide SA 5000  
Tel +61 (0)8 8235 6444  
Fax +61 (0)8 8235 6448  
[www.localcommunityinsurance.com.au](http://www.localcommunityinsurance.com.au)

### Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

Invoice #	093321	Client Ref	030174
Our Ref	051762-1	Policy No	AT A172000 PLB
Class	Annual Public and Products Liability		
Insured	Snowys Place Inc		
Situation	Postcode: 2630, State: NSW		
Insurer	QBE Insurance (Australia) Ltd		
Inception	16-04-2018	To	16-04-2019 New Policy
Payment Date	16-04-2018		

Premium	\$415.00
FSL/Levy	\$0.00
Fee	\$100.00
GST	\$51.50
Stamp Duty	\$0.00
<b>Total Paid</b>	<b>\$566.50</b>

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



Local Community  
Insurance Services

16-04-2018

Snowys Place Inc  
C/- Joanne van der Plaats  
P.O. Box 149  
Cooma, NSW 2630

A division of  
Jardine Lloyd Thompson Pty Ltd  
ABN 69 009 098 864  
Lvl 1/ 148 Frome Street  
ADELAIDE SA 5000  
PO Box 1693  
Adelaide SA 5000  
Tel +61 (0)8 8235 6444  
Fax +61 (0)8 8235 6448  
www.localcommunityinsurance.com.au

### Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

Invoice #	093322	Client Ref	030174
Our Ref	051763-1	Policy No	AT A174000PLB
Class	Association and officials		
Insured	Snowys Place Inc		
Situation	Postcode: 2630, State: NSW		
Insurer	QBE Insurance (Australia) Ltd		
Inception	16-04-2018	To	16-04-2019 New Policy
Payment Date	16-04-2018		

Premium	\$250.00
FSL/Levy	\$0.00
Fee	\$100.00
GST	\$35.00
Stamp Duty	\$24.75
Total Paid	\$409.75

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



Local Community  
Insurance Services

16-04-2018

Snowys Place Inc  
C/- Joanne van der Plaat  
P.O. Box 149  
Cooma, NSW 2630

A division of  
Jardine Lloyd Thompson Pty Ltd  
ABN 69 009 098 864  
Lvl 1/ 148 Frome Street  
ADELAIDE SA 5000  
PO Box 1693  
Adelaide SA 5000  
Tel +61 (0)8 8235 6444  
Fax +61 (0)8 8235 6448  
[www.localcommunityinsurance.com.au](http://www.localcommunityinsurance.com.au)

### Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

Invoice #	093323	Client Ref	030174
Our Ref	051764-1	Policy No	AT A175000 PAD
Class	Volunteer workers		
Insured	Snowys Place Inc		
Situation	Postcode: 2630, State: NSW		
Insurer	QBE Insurance (Australia) Ltd		
Inception	16-04-2018	To	16-04-2019 New Policy
Payment Date	16-04-2018		

Premium	\$250.00
FSL/Levy	\$0.00
Fee	\$100.00
GST	\$35.00
Stamp Duty	\$13.75
Total Paid	\$398.75

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



SNOWY'S PLACE INCORPORATED  
ABN 91365241724

The General Manager  
Snowy Monaro Regional Council  
COOMA NSW 2630

Dear Mr Vescio

I enclose, on behalf of Snowy's Place Incorporated, an Application for Financial Donations and Sponsorships.

We trust that the Application will be favourably considered by Council.

Yours faithfully

A black rectangular redaction box covering the signature of Maria Linkenbagh.

Maria Linkenbagh

Secretary

## Application for Financial Donations and Sponsorships



SNOWY MONARO  
REGIONAL COUNCIL  
Stronger together Better together

In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation

MONARO COMMUNITY RADIO INC.

Contact Person

DAVID BROWNE

Address / Location

Phone Number

E-Mail Address

ABN (If Applicable)

53674493603

Date of Establishment

(If Applicable)

Is your Organisation

Registered for GST?

YES

(If Applicable)



### Project / Activity Details

Name of Project / Activity

TRANSMITTER / RECEIVER PURCHASE  
TRANSMITTER / RECEIVER PURCHASE

Cash Amount \$

In Kind Support:

(You will be required to submit copies of quotes from Council in your application)

Amount of Funding  
Requested

- ☐ Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
- ☐ Mowing / Gardening
- ☐ Road Closures (Includes Staff time)
- ☐ Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage in incurred)
- ☐ Promotion via Print Media (Council Website Advertisement etc.)

Other – Please outline \_\_\_\_\_

Briefly describe the Project / Activity

To purchase a 100 watt transmitter/receiver which will then give us a back up unit in case of breakdown emergencies

**Project / Activity Financial Details**

Financial Details of the Project or Activity for which assistance is sought

1 RTX 19-1 FM RECEIVER 2,850  
1 BXC 100 GT 100W TRANSMITTER 2,800  
FREIGHT 380  
GST 603

Total Cost of the Project or Activity

TOTAL. \$6,633

Details of other funding received from Snowy Monaro Regional Council (If Applicable)

NIL

Details of other financial assistance sought or obtained

We did apply for a federal grant to assist with paying our power bill which would be one of the largest for a community radio station in the area. This month we received a grant for just under \$8,000.

**Project / Activity Details**

How will your Project / Activity benefit the Snowy Monaro Regional Community?

It will ensure that when an appliance fails due to weather conditions or part malfunction it will allow us to replace that piece of equipment with a 100 watt receiver/transmitter unlike the 20 watt exciter we currently use.

What is the expected amount of resident participation?

We are in the process of surveying our listening audience in the Monaro so specific figures are not available at the moment but based on national figures we 13% of listening audience full time (24/7) and 30-40% part-time.

What other Local Community Groups is involved in this Project / Activity?

Nil



Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.

2mno has been covering the Mararo for over 20 years. In that time we have purchased and paid off the loan for the old Cooria Post Office. This was achieved through fund raising and sponsorship aid was achieved in two years.

How will Council funding be acknowledged?

E.g. Logo or signage

(Council Funding must be acknowledged in your Project or Activity)

Please provide details of Office Bearers or other Involved Parties

The radio station can make a relevant promo and play it at least once a day which is more than you will get elsewhere

President - David Browne 64522072  
Vice President - Phil Daley  
Secretary - Tess Hudson  
Treasurer - Pat Booker  
Publication

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

Greater and continued radio service  
We shall continue to provide the community with an alternative to the ABC and commercial stations. Also, we shall better inform the community to what is happening in our Region.

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year

YES.

A copy of the Group /  
Organisation's Public  
Liability Insurance

YES

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

YES

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name DAVID BROWNE  
Office Held / Position PRESIDENT: STATION SUPERVISOR, MEMBERSHIP CO  
E-Mail Address [REDACTED]  
Postal Address [REDACTED]  
Phone Number/s [REDACTED]

#### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

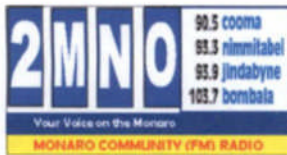
Name



Position	
Date	

<b>Submitting your Application</b>	
<b>Email:</b> After completing your form, save to your computer and email to <a href="mailto:council@snowymonaro.nsw.gov.au">council@snowymonaro.nsw.gov.au</a>	
<b>Deliver to:</b> Any of the following Customer Service Locations:	
<b><u>Cooma:</u></b> 81 Commissioner Street Cooma NSW 2630	<b><u>Bombala:</u></b> 71 Caveat Street Bombala NSW 2632
<b><u>Berridale:</u></b> 2 Myack Street Berridale NSW 2628	<b><u>Jindabyne:</u></b> Shop 2, Razorback Plaza Gippsland Street, Jindabyne NSW 2627
<b>Contact:</b> (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.	

<b>FOR OFFICE USE ONLY</b>		
Date Application received:		
Which function of Council is exercised by this Donation / Sponsorship?		
<b>TICK</b>	<b>Department / Area for Costing</b>	<b>Amounts Charged</b>
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	
Is Public notice required?		
Date and method of Public notice:		



Monaro Community Radio (2MNO)  
PO Box 93, Cooma NSW 2630  
[www.2mno.org.au](http://www.2mno.org.au)

President  
David Browne 02 6452 2072  
Secretary  
Tess Hudson 02 6454 6401

Cooma Studio.  
3/7 Binalong St, Cooma NSW 2630  
Ph. (02) 6452 5210

Nimmitabel Studio.  
Clark St, Nimmitabel  
Ph. (02) 6454 6220

29<sup>th</sup> June 2018

### **2018 SNOWY MONARO REGIONAL COUNCIL FINANCIAL DONATIONS AND SPONSORSHIP**

2MNO Community Radio Inc. has been broadcasting over the Monaro for over 20 years out of both its Nimmitabel studio and its Cooma Studio. Unlike the vast majority of community radio stations around Australia, 2 MNO has both two studios to run and their associated costs, as well as, transmitter and receiver sites at Kalkite, Mt Emerald and Bombala. If you include the additional need for transmitters at each of the two studios, the cost becomes quite prohibitive. Recently our Bombala 100 watt receiver was knocked out with a lightning strike and then the transmitter went down as well. As a stop gap we placed a 30 watt exciter out at Bombala so we could at least broadcast to the township. Then that went down so we had to borrow one from Sydney until our 100 watt appliances are fixed. With the receiver we were fortunate to get an insurance payout. We will not get that with the 100 watt transmitter. We have had remarkable use out of our transmitting and receiving equipment but with the extremes of weather we have down here and the area which we have to cover, it is time to replace some of our equipment with new replacements. These 100 watt receivers and transmitters are quite expensive as you can see but most necessary. With a new receiver and transmitter at Bombala, we can then keep our pair being fixed in Sydney as back up when another piece breaks down and not have to turn to 30 watt exciters which just do not have the distance. .

In the past Council has been kind enough to let us transmit off the roof of the Council Chambers in Commissioner Street. They have allowed us cheaper printing as a community group and maybe some electricity. I think that about sums up Council's contribution to us over twenty years. Nathan Thompson was going to see if he could arrange some sponsorship for us. Unfortunately, nothing eventuated.

I was, a number of years ago, secretary of Yass FM 100.3. Unlike us Yass FM has one transmitter on the mountain behind Yass. Yass Valley Council provided that station with a studio in their old water works building for \$1 per year and provided them with the electricity, free of charge. .I am not 100% sure that is the case now but it was then. Now we are not asking for Council to commit to something like that. What I would like to see is Council stepping up to assist us as they assisted others. Council was happy for the Administrator, Dean Lynch, to broadcast what was transpiring through the period of transition out of our studio on a Monday with John Gill. As we are also happy for the Mayor to do the same on occasional Mondays with me.

In our application for a new 100 transmitter and new 100 receiver I have included the following as supporting evidence

- 1 Certificate of Currency
2. Treasurer's Report to AGM 2017
- 3 Statement of Financial Position at 30<sup>th</sup> June 2017
4. Statement of Cash Flow for the Year ended June 2017
5. Broadcast Components Quotes and information
6. 2MNO Licence renewal Application 2016 - Appendix 8, 9, 10 and 11
7. Business Plan 2017 – 2022 Monaro Community Radio

If I can further support this application or there is need for clarification, please feel free to contact me at home on 62542072.

Yours sincerely



David Browne

President 2MNO Community Radio Inc.



28 June 2018

Monaro Community Radio Inc  
PO Box 93  
COOMA NSW 2630

PO Box 1331 Parramatta NSW 2124  
Level 1, 130 George Street,  
Parramatta NSW 2150  
DX 8248 Parramatta  
phone +61 2 8623 4129  
fax +61 2 9253 7299  
email [mick.singh@aon.com](mailto:mick.singh@aon.com)

## Certificate of Currency

In our capacity as Insurance Brokers to **Monaro Community Radio Inc**, we hereby certify that the undermentioned Insurance Contract is current.

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy detailed below.

<b>Class of Insurance</b>	<b>Public &amp; Products Liability</b>
<b>Insurer</b>	Insurance Australia Limited
<b>Policy Number</b>	MFC M7432
<b>Period of Insurance</b>	From: 01-Jul-17 To: 01-Jul-18
<b>Limit of Liability</b>	<b>\$20,000,000</b> any one occurrence and in the aggregate for Products
<b>Situation/Location</b>	Anywhere in Australia

Yours faithfully



**Mick Singh**  
**Signed for and on behalf of**  
**Aon Risk Services Australia Limited**  
**Important notes**

- This certificate is a summary of cover only. Please refer to the Policy Wording and Schedule for its full terms and conditions.
- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time, in accordance with the terms of the Policy and the *Insurance contracts Act 1984 (Cth)*.
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of such alteration to or cancellation of the Policy.
- This Certificate does not:
  - Represent an insurance contract or confer rights to the recipient : or
  - Amend, extend or alter the Policy.



Aon Risk Services Australia Limited AON 13 00 434 720 [WWW.AON.COM.AU](http://WWW.AON.COM.AU)

Aon has a strict policy of not divulging confidential information. It is not to be used in the marketing of our Policies or for any other purpose without the express written consent of Aon.

Monaro Community Radio  
Treasurers report to AGM 13/08/2017

The statement of financial position and statement of cash flows for the financial year to 30 June 2017 are attached.

*Some features of the accounts are:*

1. Total revenue \$56595, expenses limited to \$40668. This net positive cashflow has allowed bank debt to be reduced from \$19144 to \$852.
2. Net assets after depreciation are valued at \$97927, an increase from \$79744 in the previous year.
3. Income from sponsors of \$32191 was achieved this year, compared to \$27363 last year. The number of sponsors each month has varied between 18 and 29 throughout the year, an improvement from the previous 12 months.
4. Fundraising of \$7190 was achieved, partly offset by fundraising costs of \$104 due to the purchase of equipment and materials.
5. Grant income provided \$11307, comprised of \$2072 CBF Transmission Operational Subsidy 2016/17, \$2044 CBF Transmission Operational Subsidy 2015/16 and \$7191 CBF Transmission Equipment Grant (Mt Emerald transmitter).
6. Electricity, rent, land rates, licences and telephone/internet remain the major ongoing expenses, apart from grant funded capital purchases.

Comments

Financial result this year was very good and ahead of budget, allowing the property loan to be repaid early. A continuation of sponsorships and fundraising at the current level should provide a sound basis for another successful year financially in 2017/18. Assets have been improved by renewal of the Mt Emerald and Jindabyne transmitters.

A draft budget for 2017/2018 is provided, which anticipates an end of year cash position improved by approximately \$11000. This projection relies on no major capital expenses (unless grant funded), and assuming sponsor and fundraising income is maintained.

My thanks to the committee executive and members for their support and cooperation throughout the year. Particular thanks to John Gill for his assistance in ensuring that sponsor payments continue to provide the financial base for 2MNO.

Pat Booker  
Treasurer  
19 July 2017

<b>MONARO COMMUNITY RADIO INC</b>		
<b>STATEMENT OF FINANCIAL POSITION AT 30 JUNE 2017</b>		
	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash assets	02 681	05 581
Total current assets	<u>02 681</u>	<u>05 581</u>
<b>NON-CURRENT ASSETS</b>		
Property , plant and equipment	96 098	93 307
Total non-current assets	<u>96 098</u>	<u>93 307</u>
<b>TOTAL ASSETS</b>	<b><u>98 779</u></b>	<b><u>98 888</u></b>
<b>CURRENT LIABILITIES</b>		
Borrowings	(00 852)	(19 144)
<b>TOTAL LIABILITIES</b>	<b>(00 852)</b>	<b>(19 144)</b>
<b>NET ASSETS</b>	<b><u>97 927</u></b>	<b><u>79 744</u></b>
<b>ACCUMULATED FUNDS</b>	<b><u>97 927</u></b>	<b><u>79 744</u></b>



<b>MONARO COMMUNITY RADIO INC</b>		
<b>STATEMENT OF CASH FLOWS</b>		
<b>FOR THE YEAR ENDED 30 JUNE 2017</b>		
	<b>2017</b>	<b>2016</b>
	<b>\$</b>	<b>\$</b>
<b>REVENUE</b>		
Donations	187	722
Fundraising	7190	7596
Grant	11307	4711
GST	39	50
Interest	1	319
Memberships	692	1195
Other revenue	3467	1871
Rent	1521	1506
Sponsors	32191	27360
<b>Total revenue</b>	<b>56,595</b>	<b>45,330</b>
<b>EXPENSES</b>		
Advertising	0	365
Bank fees	96	124
Capital	11916	41859
Consumables	681	806
Electricity and gas	9915	9534
Equipment hire	0	0
Fundraising costs	104	1053
GST	0	0
Insurance	1340	1696
Interest	764	825
Postage	558	236
Printing	0	260
Refunds	120	25
Registrations, business fees, licences	4621	6891
Rent	2817	6534
Repairs	1942	229
Site rental	0	0
Sundries	0	138
Land rates, charges	2059	6
Telephone/Internet	3735	4428
<b>Total expenses</b>	<b>40,668</b>	<b>75,009</b>
Net cash flow	15,927	-29,679
Loan debt	-852	-19,144
Cash at the beginning of the financial year	-13,563	36,105
<b>Cash at the end of the financial year</b>	<b>2,681</b>	<b>-13,563</b>



A.B.N. 35 617 865 531  
22 Ian St  
Eleebana NSW 2282

# QUOTATION

Invoice No: 00000544

Bill To:

2MNO Monaro FM

Ship To:

2MNO Monaro FM

DELIVERY DATE		FREIGHT	COMMENT		TERMS		DATE	PG
					Prepaid		28/06/2018	1
QTY	ITEM NO	DESCRIPTION	PRICE	UNIT	DISC %	EXTENDED	CODE	
1	RBRX-Encore	Rebroadcast Receiver with dual FM receivers for maximal clarity and sensitivity, remote control and monitor with SNMP and web remote + alarms, source switching with silence detection and DSP processing	\$3,580.00	ea		\$3,580.00	GST	
1	TEX100LCD/S	100 Watt Exciter, stereo card fitted	\$2,900.00	ea		\$2,900.00	GST	
			SALE TOT \$6,860.00	SALE AMT FREIGHT GST TOTAL AMT PAID		\$6,480.00 \$380.00 \$686.00 \$7,546.00 \$0.00		
Customer ABN:					BALANCE		\$7,546.00	

Balance Due

\$7,546.00

Invoice Number

00000544

P: 02 8883 4670

E: sales@broadcastcomponents.com.au





A.B.N. 35 617 865 531  
22 Ian St  
Eleebana NSW 2282

# QUOTATION

Invoice No: 00000545

Bill To:

2MNO Monaro FM

Ship To:

2MNO Monaro FM

DELIVERY DATE		FREIGHT	COMMENT		TERMS		DATE	PG
					Prepaid		28/06/2018	1
QTY	ITEM NO	DESCRIPTION	PRICE	UNIT	DISC %	EXTENDED	CODE	
1	RTX19-1	FM Receiver, wide band. excellent	\$2,850.00	ea		\$2,850.00	GST	
1	EXC100 GT	SN + sensitivity 100W Transmitter	\$2,800.00	ea		\$2,800.00	GST	
			SALE TOT \$6,030.00	SALE AMT FREIGHT GST TOTAL AMT PAID		\$5,850.00 \$380.00 \$603.00 \$6,633.00 \$0.00		
Customer ABN:					BALANCE		\$6,633.00	

Balance Due

\$6,633.00

Invoice Number

00000545

P: 02 8883 4670

E: sales@broadcastcomponents.com.au



A.B.N. 35 617 865 531  
22 Ian St  
Eleebana NSW 2282

## QUOTATION

Invoice No: 00000547

Bill To:

2MNO Monaro FM

Ship To:

2MNO Monaro FM

DELIVERY DATE		FREIGHT	COMMENT		TERMS		DATE	PG
					Prepaid		28/06/2018	1
QTY	ITEM NO	DESCRIPTION	PRICE	UNIT	DISC %	EXTENDED	CODE	
1	XE150/R	up to 150W transmitter + ReBx	\$6,700.00	ea		\$6,700.00	GST	
			SALE TOT \$8,980.00	SALE AMT FREIGHT GST TOTAL AMT PAID		\$6,700.00 \$280.00 \$698.00 \$7,678.00 \$0.00		
Customer ABN:					BALANCE		\$7,678.00	

Balance Due

\$7,678.00

Invoice Number

00000547

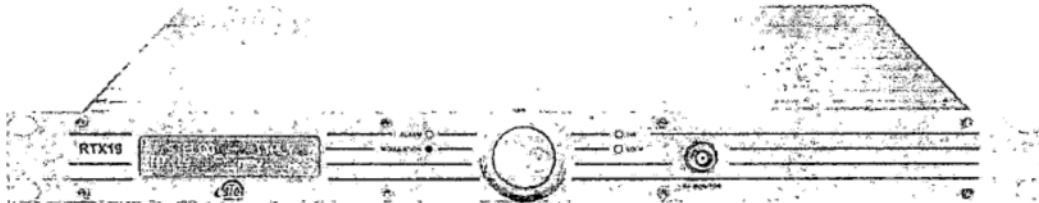
P: 02 8883 4670

E: sales@broadcastcomponents.com.au



## RTX19 / 1

### VHF 87.5-108MHz FM BROADCAST RECEIVER



The RTX19/1 is a modern, frequency-agile broadcast quality Receiver, specially designed to make a broadcast in-band Transponder in couple with any standard FM Transmitter. The design of this equipment derives from a refinement of the time and field proven RTX18 series, coupled with the extended digital control features introduced on EXC30GT FM transmitter. It offers full digital readout and complete and intuitive front panel control through a simple single jog coupled with extensive remote programmability and monitoring. It is accommodated in an elegant, modern looking and space efficient single unit 19" cabinet which requires exactly half the room of the previous series.

Its good sensitivity, high selectivity, RF acceptance and excellent recovered audio and composite signal coupled with the complete on field programmability through the front-panel jog and display, makes the RTX19 a very flexible and user-friendly choice as starting base for a broadcast-grade signal, with reliable and maintenance-free operation. It can also be used as a programmable monitor studio or site receiver, generating a very clean high-end quality LF demodulated output, much better than good consumer grade hi-fi receivers, in addition to very precise modulation measurement capabilities. A laboratory grade internal Stereo Decoder card may be also equipped as a standard option.

#### TECHNICAL DESCRIPTION

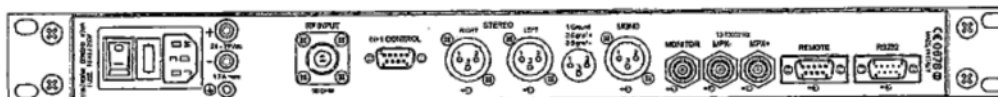
- Front panel programmable synthesized local oscillator, with 100/10 kHz programming step, which permits easy, precise and immediate operation on site.
- Complete front-panel or remote programmability of frequency, output levels, de-emphasis time constant, muting level and operating parameters.
- Simple and modular internal construction facilitates stage testing and servicing. No internal tuning is required to vary operating parameters.
- Very good screening and high RF acceptance front-end, with ability to operate in harsh, overcrowded RF environment.
- Double conversion IF, with "pulse count" digital demodulator, yields very low distortion and noise, highly stable against temperature and time.
- Linear MPX output, permits mono or stereo retransmission, without need for any subsequent stereo-encoder, filter and pre-emphasis.
- Wide pass-band modulation with phase/level compensated IF filter keeps superior stereo separation and optimum RDS re-broadcast
- Auxiliary wider-band separate monitor output and precisely de-emphasized/filtered mono balanced output.
- Optional high performance digital stepwise stereo-decoder. This option may also be installed as an upgrade on the field.
- Field or condition-driven relay contact for external switchover.
- High efficiency, low-noise switch-mode power supply, with extended 90 ÷ 260 Vac input range and battery backup input with recharging option
- Complete digital control of all internal circuitry and extremely wide monitoring facilities. RS232 port for complete remote control
- Password protection of critical data and presets



# TECHNICAL SPECIFICATIONS

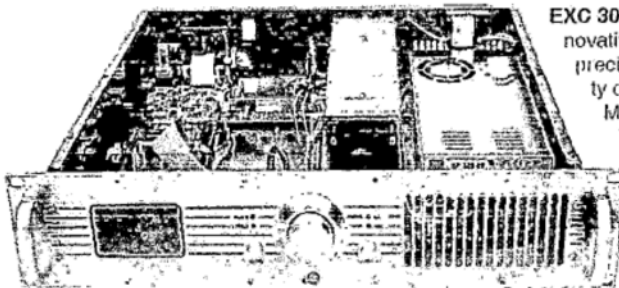
- Frequency range: 87.5÷108 MHz
- Synthesis step: 10kHz
- Modulation: FM, 75 kHz peak dev.  
180kF3E in mono  
256kF3E in stereo
- RF input connector: N
- RF input impedance: 50  $\Omega$
- Noise figure:  $\leq 10$  dB
- Image frequency suppression:  $\geq 60$ dB 70 typ
- Audio/mpx input level: -3.5 ÷ +12.5 dBm  
@  $\pm 75$  kHz deviation on female XLR conn.
- Dynamic selectivity:  $> +10$ dB typ @  $\delta F = 300$  kHz  
 $> +35$ dB typ @  $\delta F = 400$  kHz  
 $> +45$ dB typ @  $\delta F = 500$  kHz  
 $> +50$ dB typ @  $\delta F = 1.0$  MHz
- AM suppression:  $> 45$  dB
- Usable input level: -87 ÷ +10dBm  
(10 $\mu$ V÷700mV)
- Sensitivity (typ): Sin=-87dBm (10 $\mu$ V) mono  
(S/N=60dB) Sin=-67dBm (100 $\mu$ V) stereo
- IF monitor output: 10.7MHz / 0dBm
- Mpx/mono output level: -1.5 ÷ +12 dBm,  
0.5dB/step on male XLR
- Audio freq. response: 30 Hz ÷ 15 kHz  $\pm 0.1$ dB
- Mpx freq. response: 15 Hz ÷ 120 kHz +0.1/-3dB
- S/N ratio (30÷20000 Hz. rms):  
 $\geq 77$  dB  $> 82$  typ. mono  
 $\geq 73$  dB  $> 75$  typ. stereo
- Modulation distortion @ 1kHz / 100% dev.:  
mono  $\leq 0.1\%$  0.05% typ.  
stereo, 1ch  $\leq 0.30\%$  0.20% typ.
- Stereo crosstalk (typ):  $< -50$  dB (100 ÷ 5000 Hz)  
 $< -45$  dB (30 ÷ 15000 Hz)
- De-emphasis time constant: 0 / 50 / 75  $\mu$ s  $\pm 2\%$
- I/O lines: LF disable, Low field, Alarm  
RS232 for monitoring and control
- Mains supply: 90 ÷ 260 Vac 50/60 Hz  
15 W
- Battery backup/supply: 22.0 ÷ 28.0 V  
 $\leq 0.4$ A @ 24V
- Operating temperature range: 0 ÷ 35 °C recomm.  
-10 ÷ 45 °C max
- Dimensions without handles: 19" 1 un. std. rack  
(each equipment) 483 x 43.5 x 320 mm
- Weight: 3,5kg (Rx)

INFORMATION HEREBY SUPPLIED ARE AS ACCURATE AS POSSIBLE. HOWEVER ALL SPECIFICATIONS ARE PURELY INDICATIVE: SIELCO RESERVES THE RIGHT TO CHANGE THEM OR THE CIRCUITRY, WITHOUT ANY PREVIOUS ADVICE, IN ORDER TO IMPROVE THE PRODUCT.





EXC 150 GT  
EXC 250 GT  
**EXC 300 GT**  
EXCITER



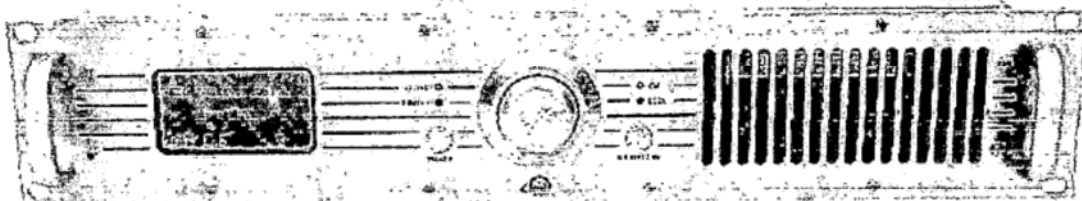
EXC 300GT model is the 300W exciter of the innovative GT family produced by Sielco. It is appreciated for the great efficiency and versatility due to three main reasons: LIGHT weight, MINIMUM size and LOW consumption.

To buy an EXC 300GT, as anyone other model of the GT line, means to make a winning choice, to enjoy all the relevant advantages during all the life of the product and to spare money: less transport costs, less needed space to install it and the lowest energy consumption during the work.

EXC 300GT is simple to set up: very easy to configure thanks to the intuitive human interface equipped with an elegant LCD graphic display, a multifunction jog control and only a few other control buttons. The high flexibility of this exciter could be even increased through the use of important options like: telemetry/remote control systems through GSM net, Ethernet connection with SNMP protocol, high quality stereo encoder, audio digital board in accordance with AES/EBU directive and RS232/485 serial port to enable an easier integration with other instruments.

The modern and attractive design of our GT transmitters reflects the state-of-the-art technology of this trustworthy model that requires a few maintenance and that allows to spare time and money. For all product life.

EXC 300GT is also available in the version EXC 100GT – EXC 120GT – EXC 150GT – EXC 250GT

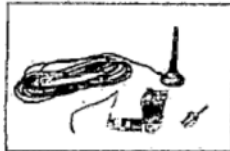




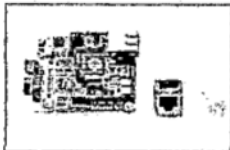


# EXC 300 GT EXCITER

## Options



Telemetry



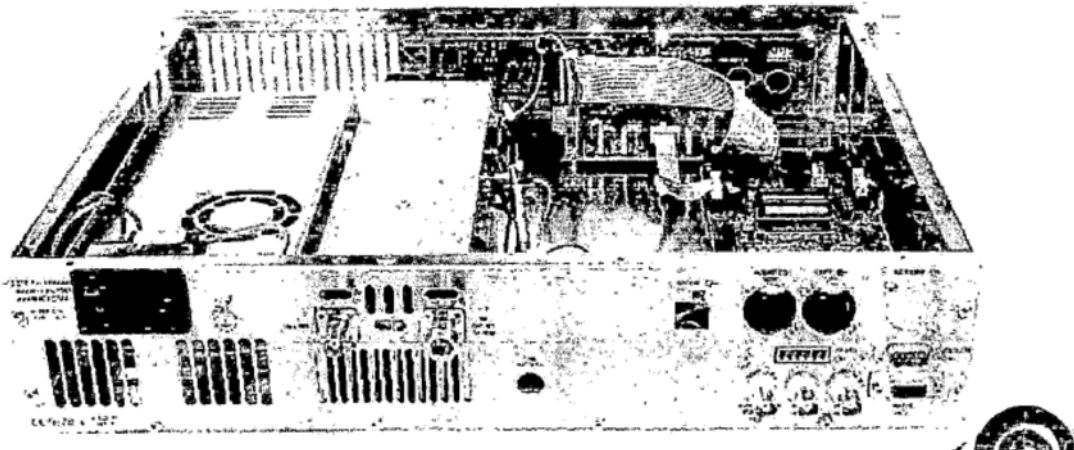
Ethernet board



Stereo Encoder

Frequency range		from 87.5 to 108 MHz
FM modulation		75 KHz peak deviation (adjustable)
Audio and Mpx input level		from -8.5 to +12.5 dBm @ 75 KHz deviation
Auxiliary input channel level	SCA	from -12.5 to +3.5 dBm @ 7.5 KHz deviation
	HDS	from -24 to -8 dBm @ 2 KHz deviation
Modulation distortion	75 KHz deviation	<0.05%, 0.02% typical
S/N ratio, mono	30÷20000Hz	>76 dB, 86 typical
	CCIH	>75 dB, 81 typical
S/N ratio, stereo	30÷20000Hz	>72 dB, 77 typical
	CCIH	>68 dB, 72 typical
Audio channels frequency response	30÷15000 Hz	±0.1 dB
Pre-emphasis time constant		25/50/75 µs selectable
Rated RF output power		100W or 300W
Transmitter tuning steps		10/100 KHz
Output power ALC stability		±3%
Harmonic and spurious emissions		<70 dB (harmonic) <80 dBc (spurious)
RF output connector		N
Power supply	Single phase	100 ÷ 250 VAC
	Three phase	N/A
Total consumption at rated RF power		<220W (EXC100G1) <600W (EXC300G1)
Operative temperature range	suggested	from 0 to 35 °C
	extreme	from -10 to +50 °C max (with derating)
Relative humidity		up to 95% not condensing
Dimensions (WxHxD)		483x68x385 mm
Weight		7kg

These data are subject of variations without notice. All marks belong to the relevant owners S E e O





/2MNO Licence Application 2016

### **Appendix 8**

#### **Future needs of the community within the 2MNO licence area and meeting current needs**

Monaro Community Radio has a fluid and biological approach to the feedback received from our listening audience. This information is collated from the anecdotal feedback we receive at the various functions we are involved in. We have found, where people were once unsure about the existence of community radio and what our philosophy was, that they are more aware of both today. As well as anecdotal evidence, information is also collected from the occasional surveys we may conduct. Community participation in 2MNO community radio competitions is useful as is the information received from Australia wide surveys and information from Census. 2MNO Community Radio responds to this information and makes every endeavour to ensure that perceived community needs are being both respected and met. This has meant that there has been further diversification in our programming since our last licence application to include indigenous programming (unfortunately Wendy has left but we are hoping she will return), as well as, a program promoting local sport. Not only does this assist us in furthering identified areas of community need but it also benefits us by increasing our listening audience not only in number, but also in age diversity.

2MNO Community Radio covers a large geographical area in the southern highlands of NSW. Our membership is drawn from a broad and diverse background of folk who have much to offer to the successful running of our station. Their broad diversity, devotion to community needs, and promotion of community ideals saw them awarded for their endeavours on Australia Day 2016 with a special Community Group award.

Our committee meetings are held regularly once a month on every second Sunday. Meetings are well attended with 10-20 members present at most meetings. This is the forum for people to report back on areas of responsibility; to raise concerns: and for all to plan for the future.

Through our morning program, Good Morning Monaro, the station is better informing people of what is coming up in the region with regard to events etc., as well as, informing them of upcoming funerals. Response to this program has been very positive.

#### **Results of Research and Surveys conducted on the licensee's behalf by the McNair organisation**

The CBAA conducts regular surveys of the listening audience in the region. The most recent survey in 2014 reported that:

- That 84% of Australians listened to radio, while 28% actually listened to community radio
- 5,027,000 Australians listen to Community Radio each week
- That the average listener tunes in for approx. 14.5 hours per week.
- The number one reason people listen to Community Radio is for local information and local news
- That Community Radio audiences have a focus on specialised music.
- That a third listen for independent opinions delivered by local voices that sound like real people.
- Listening is spread strongly through all parts of the day.
- Community radio received a highly valuable rating by 95% of the listening audience.
- 81% of community radio's audience falls in the main grocery category.

**Weekly Program Schedule (current as at 1/2/2016)**

Attached

**Analysis of the Program Schedule**

The Monaro Community Radio Programming Schedule, like the station, is fluid and changing all the time to ensure that it keeps pace with an ever changing society. Generally speaking program lengths are from one to three hours.

The one hour programs, except for Good Morning Monaro, are usually for presenters with disability support. In saying that, there are presenters with either physical or mental disabilities who are doing two to three hour programs. Currently there are twelve or more presenters who are with designated disabilities.

The station did have an indigenous presenter playing indigenous music on a Thursday night. The station also has a presenter who reads books on air. Musical presentations are wide and varied to meet community needs with a focus of sorts on Australian country music. Monaro Community Radio makes every endeavour to ensure that 25% of the music played is of Australian origin. The promotion of both Australian contemporary artists and local artists in particular, is a focus of the station. Ernie Constance, as local ambassador on Australia Day 2016, made a point of informing the audience of how indebted to 2MNO he was, as well as to other community radio stations around Australia, for promoting his albums.

A program schedule breakdown showing member and program content has been attached

**Meeting the Interests of the Community**

The programming meets the needs and interests of the community in the licence area in response to feedback over a long period of time by means of personal contact with members of the listening audience and general contact with the public, again over substantial periods of time. The e-mail address and web site are publicised in a general

announcement encouraging people to contact us; and/or leave feedback; or to list any complaints they may have. The station presenters, as members of the broader community are very much aware of the interests and entertainment needs of people in their immediate smaller communities. 2MNO members are also involved with the following organisations:

Dalgety Show Society, Snowy Mountains Amateur Radio Club inc, Rotary, Lions, Berridale Rocky Plains Land Care, Country Women's Association, St Johns Ambulance, Red Cross, Cancer Council, RSPCA, LAOKO (Snowy Mountains Wildlife Rescue), Nimmitabel Advancement Group, Men's Shed Nimmitabel, Jindabyne Sailing Club, School P&Cs, Cooma Chamber of Commerce, Snowy Monaro Regional Council, Toyota Star Maker Performer of the year, Farmers Federation, Cooma Cats, Teachers Federation, volunteers with Challenge, Hospital rehab, Community Drivers Bombala and many more.

Two of our presenters/members are operating under the workability program and receive support and training in operations as required along with their supervisors.

This all adds up to a varied and diverse source of community knowledge that is reflected in material presented "on air". In addition, further information is obtained from listeners on open days that the station may run.

**Community Service Announcements and Community Information for the period of the Program Schedule**

Attached is the 2MNO sponsorship and community announcement run sheet for the week commencing the 27<sup>th</sup> November 2016. Also attached, is the sheet with the respective community announcements and their respective numbers indicating when they were played.

Keep in mind that this does not include further community announcements which may have been played: community announcements taken from our Community Announcement Folder which may have been read on Good Morning Monaro; or community announcements which may have been taken from the local printed media and read on Good Morning Monaro or Sport on Saturday.

**Programming Policy**

The aim of the 2MNO Community Radio Programming Policy is to:

Provide a radio broadcasting service to encourage, enable and facilitate communication within the community by operating and developing community media activities that serve the Cooma-Monaro Shire, the Snowy River Shire and the Bombala Shire areas. One should mention that under the NSW Government restructuring, all three shires are to be amalgamated into one large shire. Whether this has an impact upon 2MNO and its feeder listening audience we shall just have to wait and see.

Broadcast programs dealing with local issues, events, culture and other relevant community activities.

Promote the work of local artists, and Australian performers in general, and to encourage those not so well served by the larger broadcasting networks and recording companies, in doing so, exposing them to an audience they might not otherwise access.

Exceed the minimum Australian Content provisions outlined in the Community Broadcasting Code of Practice.

Provide opportunities for community groups, related associations and individuals to be involved in the production and presentation of programs.

Encourage and develop uses of radio for community and public affairs, education, culture, information, entertainment and recreation by, for and directed to the local community including those with disabilities, parents, teachers and children

Operate as an outlet for information of interest to the local community, including cultural, sporting, social and other activities as affect the life in the region.

Provide a wide range and variety of material "on air" that the other networks cannot, or will not, provide due to their larger interests or inability to see a financial return in pursuing or presenting such interests.

**Financial Members for the last two years**

2MNO Community Radio has had on average 46 members over each of the last two years.

**Number of Subscribers**

Monaro Community Radio does not have subscribers

**Number of Volunteers and roles performed**

All members are volunteers and are encouraged to be active in fundraising; in attending committee meetings; in station promotion; in community liaison; in on air presentation and organising sponsors to support the station. Other duties performed by our volunteers include, publicity in the local media; technical development and maintenance of the station; writing and applying for grants; training and development of new presenters and the further development of experienced presenters; writing and construction of sponsorship promotions; supervision of studios; librarians collating and looking after cds and demo cds; as well as, other senior executive positions including President, Secretary and Treasurer. Currently a number of volunteers are working on the construction of a new studio in north Cooma. This involves demolishing of old walls, construction of new walls for studios; plumbing, and electrical work; painting and purchasing; and the obligatory trips to the tip.

Many of the volunteers are members of other non for profit organisations and are regularly involved in raising money for these organisations; manning telephones and rescuing native animals which may have been injured; looking after disabled and challenged members of the community to mention just a few. One of our volunteer presenters was given a special award on Australia Day 2016 for all of the charitable work she does in Cooma. Another one of our members received an award on Australia Day 2016 for the work he does in Nimmitabel..

Currently our membership is 45 with a total of 32 members listed as presenters. We also have a number of other categories as set out in our constitution. These involve:

- Supporting Members – who are financial but not active members



- Honorary Members – who may be active or non-active members but do not pay an annual subscription, and
- Lifetime Members – who have been recognised for their service to 2MNO and who now do not have to pay an annual subscription.

**Strategies used to encourage the community in the licence area to participate in the operation of Monaro Community Radio**

- The station utilises frequent on air announcements requesting community participation.
- The station has a good working relationship with the local media where promotion work is done on a quid pro quo basis. Unfortunately the Cooma Monaro Express closed its doors or Fairfax did and that has left us with one paper now, The Monaro Post. We do have a working relationship with them but it is not as close as the one we had with the Express.
- Attendance at the local Rotary markets; local fairs, local rallies and local race meetings helps to further promote 2MNO as well as raising money to assist with the running of our dual studio system.
- Open days have always been a sound method by which we can further demystify community radio and present ourselves both to our listening audience as well as other members of the community. Again, we can attract new membership and distribute our bumper stickers, fridge magnets and our weekly programs.
- Operating outside broadcasts, especially in areas where we may not have the members owing to the tyranny of distance from the studios, A number of our listening audience are up in the ski fields and they have little chance to become presenters because they would have too far to travel
- The station has organised events, like the Melbourne Cup Day, musical concerts etc to both further promote the station and to raise funds for the station, but also to help promote local artists and performers.
- The station promotes many and varied community and sporting events through its area of transmission. This is primarily done through Good Morning Monaro and Sport on Saturday but may be done by presenters at any time within their program.
- The station is a ready avenue for the listening public and even the non-listening public to put emergency messages over the air. Such messages may include, lost pets, animals on the road, closure of roads, emergency weather conditions – especially in winter etc. The station gives a detailed weather report most mornings and, in winter, gives the up-to-date road conditions so visitors to the region and the community in general are all made aware.
- 2MNO is available on the world-wide-web and we have had people from overseas ring the studio. Only today, Dave's Drive Time had a listener in China. A number of our European presenters have followings overseas.

- The web page is usually current and provides viewers and listeners a broad range of information about the running of the station. Visitors to the web site are encouraged to give us feedback on our programming etc.

## **APPENDIX 9**

### **The Nature and the Diversity of the Interests of the Community**

#### **a. ABS statistics, Community Profile and Demographics for the Snowy Mountains Region**

The population of the region in 2014 is estimated to be 19,924 persons of which 10,419 are male and 9513 are female and 298 (2.0%) are indigenous persons (2011) The land area we broadcast to covers – 1,428,183 hectares.

These numbers were obtained from the ABS for 2014

#### **b. Surveys conducted by the licensee, or on the licensee's behalf**

The Community Radio National Listener Survey was conducted by McNair Ingenuity Research Contacts in 2016. Included in this application are results both for NSW and NSW Non Metropolitan Areas. A summary of both these results is attached.

##### **Reasons for Listening to Community Radio (Page 3 of Fact Sheet)**

Local Information/Local News	50%
Local Voices/Local Personalities	31%
Specialist Music programs	27%
They Play Australian Music and support Local Artists	30%
Diversity in Programming	24%
Announcers sound like Ordinary People	25%

To mention a few

The survey showed that in Non Metropolitan Areas of NSW the audience share has increased by 14% since the last survey.

##### **Overall Listening in NSW Non Metropolitan Areas (Refer to Fact Sheet 2016 attached – page 1)**

In an average week, 81% of a sample of 2175 listen to radio. This was comparable with 2015. 30% of those surveyed listened to community radio. This was up 3% on 2015. 12% of the sample indicated that they only listened to



community radio. Of the 650 community radio listeners identified in the sample, 41% listen up to 5 hrs per week and 23% listen over 20 hours a week.

Information about the current demographics and the socio-economic characteristics of the licence area, which is immense by usual standards, is, for example, sourced from State publications and the CBAA commissioned surveys. Monaro Community Radio is a small organisation with very limited resources, as well as the added burden of running two separate studios, as well as, paying one of those studios off, to be able to afford the \$400 plus to have an independent survey completed. It is therefore reliant on the CBAA to source quality information of this kind.

It should be also stated that people in general are looking for alternatives to mainstream media as they have lost faith in their biased reporting. This is now a worldwide phenomenon with large audiences focussing on online sources of information. We believe community radio has an important part to play in that movement.

**c. The Specific Needs of the Local Community**

The very needs of the community are reflected in the statistical base which was highlighted in the first nine pages of the document put out by the HealthCosult Pty Ltd in July 2013.(included as attachment). It looks at both Population and Community characteristics. It is obvious from the Population Fig. 2.1 that people 20-35 leave the region either for further education or for work and this tends to mean that we have an older population, and as a consequence, are more likely to have a larger audience.

Figure 2.5 clearly indicated that 95% of all households speak English as the primary language. This does not take away from the great diversity, especially European heritage, which exists in the Monaro. Primarily, this can be associated with the Snowy Hydro Scheme and the workers, and their descendants, who have remained in the area. This heritage and culture is further emphasised on festive days held in the region.

So 2MNO Community Radio is broadcasting to an area with a larger than normal aging population. There is a diverse European background which still keeps close ties with the old country. The diversity, also extends, but to a much smaller scale, based on the statistics in Figure 2.5, to groups from Asia and South-East Asia. The indigenous population is smaller than the State wide figures.

Given that 30%+ of people in the Monaro over 80 suffer from some form of disability and that a number of people in employment tend to spend a great deal of time in their cars traveling in the area, 2MNO provides these people with a viable and much more pleasant alternative to the commercial station and/or the ABC. How do we know? They tell us. Only last week I had one council worker pop in and say he appreciated the music and half an hour later another council worker out in the field rang in to say the same thing. We also know that we have a large listening audience in the nursing homes.

It was suggested four weeks ago that 2MNO should fill a hole with a buy and sell program on Saturday mornings. Unfortunately, our immediate equipment does not allow us to run a live telephone line feed to the mixer. So we have offered to broadcast free of charge all garage sales in the region at 8.20am on a Saturday morning. See Sponsor's Sheet no, 201

#### **APPENDIX 10**

2MNO in the context of the diversity of broadcasting services available within the licence area (section 84(2)©)

##### **Information Provision**

Monaro Community Radio focuses on activity in the local community in a way that the National Broadcaster cannot. By its very nature, the ABC has to be less localised than a dedicated service based in a community. Commercial stations, by their very nature, which in our community appears to be focussed on a younger audience, are oriented to other factors than those a community based organisation can respond to. To this end, 2MNO has a dedicated Good Morning Monaro Program, between 9.00am – 10am, which focuses solely on the presentation of up and coming not for profit events. These are of immediate interest to the general community. Additionally, community announcements and publicity for local cultural events are part of all regular programming emanating from both the Cooma and Nimmitabel studios. Similarly, on Saturday mornings, Sport on Saturday (9.00am-11.00am) provides the local community with an over view of sports results from the previous week as well as promoting sporting functions which are coming up. It is the only radio station promoting local sport in our region. The immediate response to listener input is an operational fact in the ordinary operation by presenters at 2MNO. The comprehensive and user friendly web site is a resource of information about the station activities, presenter profiles and program content. The web site invites input from the public with email address and contact details provided. 2MNO is also available on line

##### **Entertainment**

Monaro Community Radio is active in the promotion and assisting in both the organisation and promotion of concerts, in particular out at Nimmitabel; local country music awards with one of our sponsors; fashion parades, using presenters as models; 2MNO supports and provides an outlet for musicians and bands which play in the area, providing exposure and air time which may not be forth coming from commercial broadcasters or the National Broadcaster. Manny Aigner, a local blues performer offered to play at our Christmas Party free of charge and has also offered to give his time for free to assist us in fund raising. That is indicative of the relationship the station has with local artists. 2MNO was presented with the Australia Day Cooma Monaro Community Group of the year award at this year's Australia Day awards.

#### **Cultural Relevance**

The membership of Monaro Community Radio, by its emersion in the community, reflects a wide range of cultural interests because it is a microcosm of the community itself with contact to a large number of representatives from an already diverse society. Monaro Community Radio also provides the opportunity for members who may be challenged physically or mentally to participate as part of the team. This may include on air presentation, sometimes with the support of a minder; fund raising; participating at social functions; participating in community functions, like the fashion parade; or in the general; running of the station. Historically, as mentioned earlier, the region has great cultural diversity, in particular from Europe, from where many people made the voyage to work on the Snowy Hydro Scheme. The culture which came with these people is embedded in the community and, like the rest of Australia, the current generation inherits that in depth cultural heritage which in turn becomes reflected in social activity and values. Monaro Community Radio is therefore able to reflect those values and cultural interests in its programming and work within the community.

#### **APPENDIX 11**

Capacity to provide the service and comply with the licence obligations

Monaro Community Radio Inc. has a democratically elected committee to manage the operations of the station. Apart from the executive team many of our members have been elected to positions where they have firm commitments to the roles they perform and they have the necessary competencies to ensure the smooth running of the station. The members of the committee have the managerial and technical expertise to ensure the station has the depth of experience to ensure effective management. Many of our members either have been or continue to work professionally in areas that are relevant to the skills required to ensure smooth running of Monaro FM such as radio transmission equipment and computer technology.

The operation of the station requires considerable funds to be raised in order to remain financially viable and to provide continuous transmission. Our major source of revenue is through sponsorship, however grant funding is a necessary source of income to assist with broadcast costs and the replacement of aging equipment. We have a very committed fundraising group who add significantly to the financing of the station through conducting raffles, operating our food stalls at local fairs and agricultural shows and other promotional fairs and selling confectionary. That fundraising group co-opts other members to assist with the fundraising campaigns. Monaro Community Radio Inc. recently purchased its own broadcast premises in Cooma in order to break the effects of the rent cycle which is an ongoing increasing financial burden. The property was purchased partly through consolidated revenue and partly through a bank loan which is expected to be finalized within the next three years by meeting our repayments with the money that would have been previously lost through rent payments.

With diligent fundraising, continuing member contributions of financial, managerial and technical expertise, Monaro Community Radio Inc. will be able to comply with the licence requirements and continue to deliver the service and entertainment to its community that it has done for many years past.

**Part 11(a) Training Program**

Monaro Community Radio Inc. has an elected training officer whose role it is to provide the necessary training to new presenters through hands on familiarization of the operation of the desk and on air presentation. The new presenters are "walked through" our station training manual which covers all the facets of the legal requirements of broadcasting including the CBAA Code of Conduct and to the requirements of the broadcast licence conditions. The new presenters are mentored one on one during their first few on air occasions to ensure the training has been effective and experienced presenters are always on hand to assist should a presenter be having difficulties. Our technicians provide valuable assistance in all matters technical and when changes are made to the layout of the studio those technicians explain to all presenters, the ins and outs of the new equipment. New presenters are supplied with an information package when they indicate an interest in becoming a radio presenter.

A copy of the station Training Manual is attached.

## Business Plan

2017 – 2022

Monaro Community Radio

p. 177 of Hard Copy

## **Monaro Community Radio Business Plan**

### **The Documents Purpose:**

- ☐ To provide a vision and direction for Monaro Community Radio (MCR) which will enable the committee and membership to continue to serve the community and audience effectively.
- ☐
- ☐ To enable the members and its sponsors to understand the organisation and structure required to ensure the organisations ongoing success
- ☐
- ☐ To provide an overview of the aims, structure and objectives for the marketing, operations and financing of the organisation
- ☐
- ☐ To show the relationship with the community, stakeholders and other relevant organisations with which the committee and Monaro Community Radio activities will impact or interact
- ☐
- ☐ To provide a view of the development of the Monaro Community Radio over the next five years in accordance with station Goals and more specifically Goals identified and agreed upon as priorities.



## **Monaro Community Radio Business Plan**

### **Strategic Profile:**

#### **MCR Vision – Our Overall Objectives**

To have Monaro Community Radio Inc continue to assist the cultural, economic and social development of the Monaro and Snowy region, and to maintain the service to the diverse community that is our audience.

#### **MCR Mission Statement - Our Purpose**

**2MNO Monaro FM Community Radio** is committed to servicing the community by providing quality music and local current affairs via our dedicated team of volunteer presenters and technicians. It is our Policy to broadcast responsible and correct information and pleasing musical genres at all times. We believe that good music and local information courtesy of our valued sponsors and contributors is the right of every listener, and we are dedicated to this process twenty-four hours a day, seven days a week.

#### **MCR Strategic Objectives - Our Main Goals**

The future:

The next five years is seen as a period of consolidation, firmly built on a proven reliable structure. Transmission and studio equipment will be progressively updated as finances and grants may permit so that the reliability of service is maintained to the highest standard possible.

- ☐ To pay off the loan with Alliance for the purchase of the Cooma Studio at Binalong Street
- ☐
- ☐ To move the Cooma transmitter from Binalong Street to an alternate site which will give better transmission and coverage to the town.
- ☐
- ☐ To complete the production studio (studio 2) as a mirror of Studio 1.
- ☐
- ☐ To improve the overall signal by replacing the tie line between Cooma and Nimmitabel with the streaming process.
- ☐ To increase membership and support for the station

While we may be talking a Five Year Management Plan, it is expected that the designated priorities goals will be completed within the first two years of that five year period and other Goals will then replace those Goals achieved eg Goal 1 has now already been achieved so we have introduced Goal 5 to replace it .

### **Monaro Community Radio Business Plan**

#### **Issues Profile:**

##### **Strengths – internal**

- ☐ The diversity of qualifications, knowledge and skills that members bring to the team.
- ☐ No debt level
- ☐ Studio and transmission locations offer sound operating conditions with reasonable coverage of the allowed service levels by authorities involved.
- ☐ Cohesive, cooperative and enthusiastic team.
- ☐ Most members demonstrate strong commitment by giving valuable time and effort as presenters.
- ☐ Happy, fun loving people on the team.
- ☐ Technical backup from members.
- ☐ MCR is the sole community broadcaster.
- ☐ Some support from the Snowy Monaro Regional Council.
- ☐ Some support from the community, State and Federal members of parliament.
- ☐ Geographic site for the main transmitter subject to linkage.

##### **Weaknesses internal to the organisation which may impede our sustainability**

- ☐ Reliance of off-site technical expertise
- ☐ Age of equipment and tower conditions
- ☐ Funding – reliance on fund raising and volunteers to cover
- ☐ Lack of on-site maintenance (no standby equipment to cover problems)
- ☐ Lack of effective training processes/procedures
- ☐ Lack of standby presenters
- ☐ Lack of recruitment in the younger age bracket, particularly in the technical area
- ☐ Incomplete procedures and policies manual – currently being updated.

## **Monaro Community Radio Business Plan**

### **Issue Profile**

#### **Opportunities**

- ☐ Capitalising on Regional growth
- ☐ Access to grants from CBF, CBAA, Government and other sources
- ☐ Recruiting young members with an interest and commitment to community service with consideration to our location and closeness to schools.

#### **Threats**

- ☐ Aging membership
- ☐ Climate and weather conditions regarding outside equipment
- ☐ Potential exposure to vandalism, (but not very serious)
- ☐
- ☐ Continued high electricity costs running 4 transmitters
- ☐
- ☐ Dependence on good fellowship to use tower at Mt Emerald as primary transmitter.

## **Monaro Community Radio Business Plan**

### **Marketing Profile**

#### **OVERVIEW**

##### **Target Markets**

- ☐ The listening audience in the Monaro Region
- ☐ The wider community
- ☐ The business community of the Region for Sponsorship
- ☐ Outer area businesses in the region not as supportive with regard to Sponsorship

##### **Competition**

- ☐ The broadcasting market of the Monaro region, which includes relays from various networks of the ABC, plus two commercial radio stations
- ☐ The advertising market includes the print media, the commercial radio stations and the Snowy Mountains TV, plus specialist publications both internal and external to the region

##### **Competitive Advantage**

- ☐ The radio station of 2MNO affords a true programming alternative to other broadcasting services in the region due to the wide range of content that reflects the diversity and the audience need for variety, range and depth in music and information.
- ☐ The programming is designed to appeal to all sectors of the community
- ☐ Efficient low cost operation that allows sponsorship rates to be more than competitive and attractive to local and external businesses.

## **Monaro Community Radio Business Plan**

### **Marketing Profile**

#### **MCR Products and Services**

##### **Current Products**

- ☐ Music programs for special market tastes e.g. rock and roll, country, blues, classical, local and Australian artists
- ☐ Emphasis on Australian music performance, content and artists
- ☐ Weather updates, snow reports and road conditions in winter
- ☐ Community information and announcements e.g. coming events, cultural happenings, exhibitions, funerals, displays, sports reports and agricultural shows in season.
- ☐ Promotional and visitor information on the regions events and coming attractions
- ☐ Emergency broadcasting should the situation arise
- ☐ Sponsorship at more than competitive rates.
- ☐ Special needs programs e.g. Cooma Challenge Presenters, Book Reading
- ☐ Fund raising at local community events,
- ☐ Streaming on the Internet as a broadcast and promotional tool
- ☐ Website

##### **Future Products**

- ☐ Outlet for other programs (locally, regionally and nationally)
- ☐ Programs to promote local business activity
- ☐ Outside Broadcasts (in sponsor premises, and other venues)
- ☐ Educational projects associated with radio operations and production
- ☐ Involve schools with radio presentation and programming
- ☐ Involvement of young people as members
- ☐ Interviews with local identities
- ☐ Social events for members, sponsors and other stakeholders  
Dinner/Dance
- ☐ Workshops/Training internal and outside professionals/
- ☐ Merchandising (caps, tee shirts, magnets, stubby holders, etc)

## **Monaro Community Radio Business Plan**

### **Marketing Profile**

#### **MCR Customers, Suppliers and Stakeholders**

##### **Customers**

- ☐ Program and Radio Station Sponsors
  - Local Businesses
  - Community Organisations
  - Local Service Clubs (Lions, Rotary, Chambers of Commerce)
  - Other organisations
- ☐ Monaro and Snowy Mountains who are listeners
- ☐ Visitors to the Region
- ☐ Independent Artists
- ☐ Essential Energy
- ☐ NSW Rural Fire Service
- ☐ SES
- ☐ Advertising Agencies

##### ***Current or future suppliers of services or product***

- ☐ Equipment and resource suppliers
- ☐ Musicians / Artists
- ☐ Telstra

##### ***Other stakeholders***

- ☐ Australian Broadcasting Association
- ☐ Members of Monaro Community Radio
- ☐ Community Broadcasting Association of Australia
- ☐ State and Federal Government and Government Agencies
- ☐ Media
- ☐ Snowy Monaro Regional Council
- ☐ Presenters / Broadcasters
- ☐ Snowy Mountains and Monaro community and community organisations
- ☐ RTA
- ☐ Visitors Centre



## **Monaro Community Radio Business Plan**

### **Marketing Profile**

#### **MCR Business Sponsorship Strategy**

Part of the income stream of the Radio Station is from Sponsorship. This is mostly from business sponsoring messages, which are broadcast in return for a sponsorship fee.

The businesses in the broadcast area are as follows:

Bombala  
Cooma Monaro  
Snowy River

#### **Total**

Current programming will only allow for up to 50 Sponsors, which is achievable given the resource on offer to businesses.

There may be future sponsorship expansion by also enabling special rates for single program sponsorship.

### **Business Sponsorship Price Strategy versus Competition**

Sponsorship on Monaro Community Radio includes:

- ☐ All copywriting and production costs
- ☐ Up to 21 messages per week (subject to contract)
- ☐ Duration of message of 30 second
- ☐ Studio signage (if available)
- ☐ Long term contract Sponsors may be included on MCR stationery
- ☐ Weekly recognition announcement

Major Sponsorship is currently \$333.30 per month or \$4,000 per annum, including GST \$99 for 2 spot announcements daily for a month.

2 Run of station spot announcements daily Monday to Friday only @ \$66.75 per month.

Continuous Sponsorship of 3 Announcements daily for \$166 per month (Prime Time).

This is a very competitive advertising media for businesses. It is far less expensive than print or commercial radio advertising for the market coverage.

The listener market coverage is detailed on page 11.

Potential income is in the region of \$50,000 per annum.

Currently 25 business houses are promoting on 2MNO, from Cooma, Jindabyne and Berridale.

## **Monaro Community Radio Business Plan**

### **Marketing Profile**

#### **Listener Audience**

Population of the broadcast area is as follows:

Bombala	2,430
Cooma Monaro	10,145
Snowy River	8,178
Total	20,753 (Source ABS 2015)

Under the new amalgamated council, The Snowy Monaro Regional Council, which come into effect after the council elections on the 9<sup>th</sup> September 2017, the estimated population in total is approx.. 21,000 people.

Market research which has been conducted shows and market days throughout the region with over 400 people. This sample has recorded that 75% of those interviewed had not only heard of Monaro Community Radio but had also listened to the broadcast. There was no negative feedback from the sample with regard to broadcast content.

#### **Community Relations Strategy**

The Community Relations Strategy seeks to establish co-operative relationships with people, voluntary community organisations, statutory bodies, emergency services and local businesses in our area. It will set out to achieve two things:

- ☐ Our awareness of the community's needs and opinions of the station, and
- ☐ The community's awareness of the facilities and services available to them through the station.

It ensures that Monaro Community Radio is of benefit to our community and getting the credit for it. It requires the station to monitor and implement the following actions:

- ☐ Ensuring all Staff and Volunteers realise that they are part of the Community Relations Strategy.
- ☐ Ensuring that the station remains an influence for good within our community.
- ☐ Ensure continuous community awareness of Monaro Community Radio.
- ☐ Getting station people out to meet the community, and getting the community in to meet station personnel. Open day on 23<sup>rd</sup> September 2017

Community Relations Policy has been developed for the following areas by applying positive and

caring responses in the areas listed:

- ☐ How is the phone answered?
- ☐ How are visitors to the station received?
- ☐ How are enquiries and comments handled?
- ☐ How responsive is the station to requests for access?
- ☐ How much help is given to backup, monitoring and follow-up to specific programs?

## **Monaro Community Radio Business Plan**

### **Marketing Profile**

#### **Promotion and Income Generation**

##### **Promotion Strategy for the Station**

- ☐ Continuous on-air promotion of the Station including program promotion
- ☐ Provision of regular media releases to local newspaper, members of parliament and to the Australian Broadcasting Authority
- ☐ Presence of Station at local fairs, carnivals, fetes and agricultural shows
- ☐ Outside broadcasts
- ☐ In-store promotions including outside broadcasts from the premises of Sponsors
- ☐ Specific program displays and posters
- ☐ Involvement in community events
- ☐ Poster and leaflet drops especially program schedules which may be sponsored

##### **Promotion Strategy for Sponsorship**

- ☐ Radio announcements regarding sponsorship enquiries
- ☐ Station association members and presenters "selling" to potential sponsorship

As earlier quoted (page 10) this is estimated to generate \$50,000 per year

##### **Fund Raising Strategy for the Station**

- ☐ Market sales, pop corn, fairy floss, donuts and frozen drinks
- ☐ Pub Raffles Weekly (as available)
- ☐ Annual Getting to Know You Concert

It is estimated this strategy has the potential to create an income of over \$8,000 per year

##### **Government Grant Submissions**

It is an ongoing strategy of MCR to continue to investigate funding possibilities from government grants and make appropriate submissions and applications.

### ***Donations***

It is considered that donations could be increased by contact with the various service clubs, such as Rotary and Lions, in the region on an annual basis.

It is estimated this could generate \$1,000 per year.

## **Monaro Community Radio Business Plan**

### **Operational Profile**

#### **Organisation Legal Structure**

Monaro Community Radio Inc. operates as a community based, not for profit organisation .It was incorporated on 21<sup>st</sup> June 2000 under the Incorporated Association Act of NSW. The current Public Officer is Patrick Booker. It has adopted the Model Rules to create Articles of Association and has a Memorandum of Association, which includes the objects. These are reproduced in Appedix A.

#### **Association Membership**

All members of Monaro Community Radio pay an annual fee, which is reviewed annually, and which entitles them to be presenters on the radio station. Current membership is 52.

#### **Current Financial Membership Fee Structure**

- \$ Single (includes concession)
- \$ Children
- \$ Family
- \$ Community Group

This generates an income of \$950.

#### **Membership Development Strategy**

It is felt that membership increases will be a direct development of the marketing strategies laid out in the Marketing Profile. The potential for membership is believed to be approx..100.

## **Monaro Community Radio Business Plan**

### **Operational Profile**

#### **Executive and Committee Structure**

Monaro Community Radio Inc. has a management committee which comprises office bearers, (President, Vice President, Treasurer, and Secretary known as the Executive) and up to 10 ordinary committee members. Each committee member has a specific role, which is detailed in Appendix I. The next page provides a diagrammatic overview of the structure. It is seen as a management circle not a hierarchial management structure. The President facilitates a democratic decision and policy making process. The management committee meets monthly and decides policy. The current members of the Management Committee are as per Appendix C.

The Executive may meet outside regular management committee meetings to determine urgent matters. Decisions or action agreed by the Executive are ratified at the next management committee meeting. Decisions that are not ratified would create a motion of no confidence in the Executive, which if successful would lead to resignation of the Executive and a special general meeting to discuss the issue and if necessary elect a new Executive.

Sub-committees are formed as necessary with delegated authority as approved by the management committee in its minutes. All sub-committees focus on a specific area of operations and are headed by a management committee member. Special task force groups are set up to deal with specific actions as needed under delegated authority from the Management Committee.

It is expected that all association members contribute as a member of the management committee, sub-committee or task force group. The main sub-committees are production, programming, fund-raising and sponsorship sub-committees.

## **Monaro Community Radio Business Plan**

### **Operational Profile**

#### **Employee Functions (Long term objectives)**

##### ***Sales Contractor***

This will be a contract position that is paid on a commission basis of 10% of total Sponsorship revenue raised. There will be no other remuneration or expenses paid to a sales contractor. commissions will not be paid until the sponsorship fee is received by the station.

The role is to gain radio sponsorship from local businesses and organisations under sponsorship conditions as laid down by the management committee and advised through the sponsorship coordinator.

The sales contractor will define with sponsors their message and music background requirements, which will be communicated to the sponsorship coordinator.

##### ***Station Manager/Assistant***

It is a long term objective of the Association to employ a studio assistant and later a station manager. These roles would be casual, part time or full time positions dependent on the capacity to fund the position. An initial position may be in the form of a traineeship.

The aim would be that administration, reception and sponsorship sales functions would be provided initially by employees. They would later take on production and maintenance functions whilst assisting in the training and development of presenters.

### **Organisation Assets, Facilities and Resources**

All assets, facilities and resources are listed in Appendix J. They are reviewed annually by the Management Committee as part of ensuring adequate insurance cover and plan for replacement.

Appendix K provides a list of test equipment that is recommended for purchase as soon as possible.



## **Monaro Community Radio Business Plan**

### **Goals, Strategy and Action**

#### **Year 1 – July 2017 – to June 2019**

##### **Objective 1**

*Repay and Clear Loan Account on Binalong Street Property (completed)*

##### **Objective 2**

*To move the Cooma transmitter from Binalong Street to an alternate site which will give better transmission and coverage to the town.*

*This can be achieved by:*

- 1. Approaching Monaro Shire Council to seek a verbal acknowledgement to the possibility of utilising the water tower area behind the Marlborough Motel as a spot for our Cooma aerial which is currently on our studio roof at Binalong Street.*
- 2. Based on the response to 1, to formally approach Monaro Shire Council by letter asking for their support with regard to the proposal.*
- 3. Speaking with the Chief Administrator, when he is in the studio on a Monday morning giving his report on how the council amalgamation is going, and seeking his support with the donation of a free standing tower similar to those being installed at the saleyards.*
- 4. President to write to Council to add weight to what has already been submitted.*
- 5. Seeking Council support on the use of electricity for the transmitter if the site goes ahead. This would be part of Point 2.*
- 6. Working with the Monaro Shire to ensure the said process runs smoothly for both parties.*
- 7. Purchasing a 10 metre self-standing tower and what the associated costs would be. This would be plan 2 to the Council not coming to the party.*
- 8. Organising a working bee for the installation of the tower and the associated out building for equipment.*

**Objective 3**

*To complete the production studio (studio 2) as a mirror of Studio 1.*

*This can be achieved by:*

- 1. Cleaning out all unwanted material currently stored in Studio 2*
- 2. Having the technicians estimate what is needed as far as hardware goes.*
- 3. Establishing cost effective ways to fund it.*
- 4. Accepting donations of sound proofing material to improve sound quality in production.*

**Objective 4**

*To improve the overall signal by replacing the tie line between Cooma and Nimmitabel with the streaming process.*

*This can be achieved by:*

- 1. Establishing that the NBN is currently available in both Nimmitabel (currently YES) and Cooma (currently ?). The 2 boxes ( ) we have to replace the tie line rely on a faster transmission than is now the case. Once the NBN is in place, we can proceed.*
- 2. Organising personnel to assist the technicians with the implementation of the system as the system is a little complicated.*
- 3. Upgrading computers in Cooma and Nimmitabel studios to allow installation of the latest (fastest) streaming software.*
- 4. Apply for NBN connections in both the Cooma and Nimmitabel studios as soon as available – perhaps petitioning local members of parliament to facilitate availability in Cooma. (Already available in Nimmitabel).*
- 5. Applying for grant funding to support the transformation*

**Objective 5**

*To increase membership and support for the station*

*This can be achieved by:*

- 1. Having an official opening of the new studios and getting media coverage*
- 2. Devising ways of inviting younger members to join*
- 3. Approaching the schools once again to see if they would like to run programs*

4. *Air community promos on membership and support*
5. *Return to doing open air broadcasts during the warmer months*
6. *Having an open day of the new studio and BBQ (23<sup>rd</sup> Sept 2017)*

**Monaro Community Radio Budget projection related to adopted business plan 2017-2022**

	2017/18	2018/19	2019/20	2020/21	2021/22
Operating Income	46005	45000	45000	45000	45000
Operating Expenses	35267	35300	35300	35300	35300
<b><u>Business plan capital items</u></b>					
Objective 1: Clear loan debt (achieved)	0				
Objective 2: Cooma signal improvement		10000			
Objective 3: Studio 2	2000				
Objective 4: Cooma to Nimmitabel streaming	3000				
Objective 5: Membership and support		0			
EOFY position (\$1829 b/f from 2016/17)	7567	7267	16967	26667	36367

**NOTES**

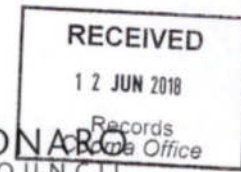
1. Figures are based on recent financial history and estimated capital costs.
2. Grant funding may be available to help meet some capital costs but has not been allowed for.

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## Application for Financial Donations and Sponsorships



SNOWY MONARO  
REGIONAL COUNCIL  
Stronger together Better together



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation	Cooma Athletics Inc
Contact Person	Tracey Southam
Address / Location	[REDACTED]
Phone Number	[REDACTED]
E-Mail Address	[REDACTED]
ABN (If Applicable)	91 769 892 166
Date of Establishment (If Applicable)	1980
Is your Organisation Registered for GST? (If Applicable)	No

### Project / Activity Details

Name of Project / Activity	Cooma Athletics Centre Facility Upgrade (shed)
Cash Amount \$	1448.50

Amount of Funding  
Requested

In Kind Support:

(You will be required to submit copies of quotes from Council in your application)

- ☐ Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
- ☐ Mowing / Gardening
- ☐ Road Closures (Includes Staff time)
- ☒ Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
- ☐ Promotion via Print Media (Council Website Advertisement etc.)

Other - Please outline \_\_\_\_\_

Briefly describe the Project / Activity	Replacing two shipping containers with an 8m x 8m colourbond shed.
<b>Project / Activity Financial Details</b>	
Financial Details of the Project or Activity for which assistance is sought	Refund of Development Application fees from Snowy Monaro Council - \$1448.50.
Total Cost of the Project or Activity	Shed construction: \$24 975 DA fees: 1 448.50 Total: \$26 423.50
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	N/A
Details of other financial assistance sought or obtained	Cooma Athletics received a Community Building Partnerships grant in 2017 of \$24 975 to build the shed.
<b>Project / Activity Details</b>	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	<ul style="list-style-type: none"> <li>• Improved facilities and better storage as shipping containers will be removed.</li> <li>• Expanded storage space to cope with increased demand of members.</li> <li>• Improved appearance of council facilities.</li> <li>• Better <del>util</del> utilisation of facilities.</li> </ul>
What is the expected amount of resident participation?	Shed will be erected by Snowy Sheds with assistance from committee members and volunteers. All material and contractors will be sourced from local vendors. Cooma Athletics has approx 100 members with 50 adults who assist age groups during the season.
What other Local Community Groups is involved in this Project / Activity?	There are no other community groups involved



Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	Cooma Athletics is run by a fully functioning committee with an Executive staffed by a President, Vice President, Secretary and Treasurer. Committee members have qualifications and experience in: trade and construction, project management, engineering, electrical and Work Health and Safety.
How will Council funding be acknowledged? E.g. Logo or signage (Council Funding must be acknowledged in your Project or Activity)	Through signage on the shed, acknowledgement in the Monaro Post, and on the ACT Little Athletics facebook page.
Please provide details of Office Bearers or other Involved Parties	President - Lyndon Taylor Vice President - Matt Jamieson Secretary - Eileen Pevere Treasurer - James Southam Registrar - Stephanie Hahn Grants, Records and Rankings - Tracey Southam
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Cooma Athletics provides regular weekly training, competition and social opportunities for its 100 members (children aged 5 to 17).
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Facilities and equipment is used by local and outlying Primary and Secondary schools who are all in the Snowy Monaro Shire. Little Athletics also provides coaching and training to schools, as well as the "On Trackers" program for 4 to 6 year olds.
<b>Application Checklist</b> If the following documents are not attached with the application, this may result in the application not being considered.	
Attached? (Please mark YES or No)	
A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	Yes

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A copy of the Group / Organisation's Public Liability Insurance	Yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Yes
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A. ABN on page 1
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Tracey Southam
Office Held / Position	Records and Rankings Officer, Grants Officer
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature	
Name	Tracey Southam

Position	Records and Ranking Officer. Grants Officer
Date	9/6/18

**Submitting your Application**

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

**FOR OFFICE USE ONLY**

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



## Account activity

Westpac Community  
Solutions One



\$663.69

### Transactions

Date	Description	Debit	Credit
01 Jun 2018	WITHDRAWAL ONLINE 1271325 PYMT Eileen Pev Domain Invoice	-\$114.95	
31 May 2018	INTEREST PAID		\$0.09
25 May 2018	DEPOSIT JINDABYNE NSW		\$250.00
14 May 2018	WITHDRAWAL ONLINE 1685866 PYMT L & R Tayl Canteen receipts	-\$58.03	
14 May 2018	WITHDRAWAL MOBILE 1441856 PYMT L & R Tayl	-\$100.00	
07 May 2018	WITHDRAWAL ONLINE 1994681 PYMT Cooma Trop Presentation 2018	-\$1423.40	
07 May 2018	WITHDRAWAL MOBILE 1905639 PYMT Alpine Aud Audit 2017	-\$435.00	
30 Apr 2018	WITHDRAWAL MOBILE 1056892 PYMT Kristy Sta Maurier payment	-\$250.00	
30 Apr 2018	DEPOSIT ONLINE 2717843 PYMT The Bombala Stre bomb st surgery		\$50.00
30 Apr 2018	INTEREST PAID		\$0.29
16 Apr 2018	WITHDRAWAL MOBILE 1026343 PYMT James Sout Printing cost	-\$70.20	
09 Apr 2018	WITHDRAWAL ONLINE 1946968 PYMT Snowy Rive	-\$295.00	
09 Apr 2018	WITHDRAWAL ONLINE 1941535 PYMT Snowy Rive Cc fee	-\$1153.50	
09 Apr 2018	WITHDRAWAL ONLINE 1940568 PYMT Alpine Aud	-\$435.00	
09 Apr 2018	WITHDRAWAL ONLINE 1739351 PYMT Monaro Pos INV-14810	-\$22.00	
06 Apr 2018	DEPOSIT COOMA NSW		\$148.30
29 Mar 2018	INTEREST PAID		\$0.38
20 Mar 2018	WITHDRAWAL ONLINE 1588101 PYMT ACT Athlet Level 1 Course	-\$220.00	
14 Mar 2018	WITHDRAWAL MOBILE 1644498 PYMT L & R Tayl Louis Tickets	-\$154.38	



13 Mar 2018	DEPOSIT	COOMA NSW		\$155.50
12 Mar 2018	WITHDRAWAL MOBILE 1832524 PYMT L & R Tayl Canteen receipts		-\$72.51	
12 Mar 2018	WITHDRAWAL MOBILE 1832334 PYMT ACT Little LAAC results HQ		-\$422.40	
12 Mar 2018	WITHDRAWAL ONLINE 1551029 PYMT L & R Tayl Canteen receipts		-\$38.40	
12 Mar 2018	DEPOSIT TIMING SOLUTIONS	COOM 11FEB2018		\$69.58
12 Mar 2018	DEPOSIT TIMING SOLUTIONS	COOM 19FEB2018		\$17.40
12 Mar 2018	DEPOSIT ONLINE 2001906 PYMT EILEEN PEVERE Pevere ticket			\$77.19
05 Mar 2018	DEPOSIT	COOMA NSW		\$152.50
02 Mar 2018	DEPOSIT	COOMA NSW		\$183.50
28 Feb 2018	INTEREST PAID			\$0.39
21 Feb 2018	WITHDRAWAL/CHEQUE 200502		-\$127.00	
20 Feb 2018	DEPOSIT	COOMA NSW		\$192.15
19 Feb 2018	WITHDRAWAL ONLINE 1497484 PYMT L & R Tayl Bec canteen		-\$34.30	
19 Feb 2018	WITHDRAWAL ONLINE 1497225 PYMT L & R Tayl Lyndon hammers		-\$361.93	
19 Feb 2018	WITHDRAWAL ONLINE 1496984 PYMT L & R Tayl Lyndon batteries		-\$24.00	
12 Feb 2018	WITHDRAWAL ONLINE 1641969 PYMT L & R Tayl Canteen receipts		-\$102.45	
12 Feb 2018	WITHDRAWAL ONLINE 1640665 PYMT Mathew Jam Starter caps		-\$100.00	
12 Feb 2018	DEPOSIT	COOMA NSW		\$172.60
07 Feb 2018	WITHDRAWAL MOBILE 1247791 PYMT Tracey R S		-\$463.14	
06 Feb 2018	WITHDRAWAL/CHEQUE 200501		-\$55.00	
06 Feb 2018	DEPOSIT	COOMA NSW		\$143.60
06 Feb 2018	DEPOSIT	COOMA NSW		\$70.10
05 Feb 2018	WITHDRAWAL ONLINE 1402588 PYMT L & R Tayl canteen receipts		-\$137.93	
31 Jan 2018	INTEREST PAID			\$0.65
24 Jan 2018	WITHDRAWAL ONLINE 1928625 PYMT Louie Moul Louie Moulds funds		-\$1964.00	
24 Jan 2018	WITHDRAWAL MOBILE 1032116 PYMT Franks But Invoice 203632		-\$58.34	





29 Dec 2017	INTEREST PAID		\$0.53
20 Dec 2017	WITHDRAWAL/CHEQUE 200500		-\$84.80
18 Dec 2017	DEPOSIT TIMING SOLUTIONS	COOM 11DEC2017	\$25.20
15 Dec 2017	DEPOSIT	COOMA NSW	\$1964.00
11 Dec 2017	WITHDRAWAL ONLINE 1157283 PYMT L & R Tayl		-\$63.87
06 Dec 2017	DEPOSIT TIMING SOLUTIONS	COOM 20NOV2017	\$25.20
01 Dec 2017	DEPOSIT	COOMA NSW	\$215.00
30 Nov 2017	INTEREST PAID		\$0.52
29 Nov 2017	WITHDRAWAL/CHEQUE 200499		-\$204.00
29 Nov 2017	WITHDRAWAL/CHEQUE 200498		-\$660.00
28 Nov 2017	WITHDRAWAL/CHEQUE 200497		-\$24.20
20 Nov 2017	WITHDRAWAL ONLINE 1057236 PYMT Franks But Canteen purchase		-\$37.06
20 Nov 2017	WITHDRAWAL ONLINE 1055620 PYMT Franks But Canteen purchase		-\$36.86
17 Nov 2017	DEPOSIT	COOMA NSW	\$116.60
14 Nov 2017	WITHDRAWAL ONLINE 1545026 PYMT ACT Athlet Jennifer Lloyd		-\$220.00
14 Nov 2017	WITHDRAWAL ONLINE 1544836 PYMT Office Pla Invoice 78199		-\$51.00
10 Nov 2017	DEPOSIT	COOMA NSW	\$194.50
10 Nov 2017	DEPOSIT	COOMA NSW	\$110.00
10 Nov 2017	DEPOSIT	COOMA NSW	\$106.00
10 Nov 2017	DEPOSIT	COOMA NSW	\$60.00
08 Nov 2017	WITHDRAWAL/CHEQUE 200496		-\$15.15
08 Nov 2017	WITHDRAWAL/CHEQUE 200495		-\$180.00
08 Nov 2017	WITHDRAWAL/CHEQUE 200494		-\$54.01
08 Nov 2017	DEPOSIT TIMING SOLUTIONS	COOM 02NOV2017	\$151.20
01 Nov 2017	DEPOSIT TIMING SOLUTIONS	COOM 23OCT2017	\$327.60
31 Oct 2017	INTEREST PAID		\$0.40





30 Oct 2017	WITHDRAWAL/CHEQUE 200493		-\$130.83
30 Oct 2017	DEPOSIT REBECCA L TAYLOR	Uniform	\$85.00
30 Oct 2017	DEPOSIT ONLINE 2402463 PYMT DONNA ESBENSEN	Ruby/Louie 2shirts	\$60.00
27 Oct 2017	DEPOSIT LEE RILEY	Athletics shirts	\$60.00
27 Oct 2017	DEPOSIT	COOMA NSW	\$200.50
27 Oct 2017	DEPOSIT	COOMA NSW	\$170.00
27 Oct 2017	DEPOSIT	COOMA NSW	\$76.00
23 Oct 2017	DEPOSIT TIMING SOLUTIONS	COOM 16OCT2017	\$806.40
23 Oct 2017	DEPOSIT ALEXANDRA WOOD	Angus Wood	\$30.00
20 Oct 2017	DEPOSIT TM BANK JoshuaSouthamshirt		\$30.00
18 Oct 2017	WITHDRAWAL/CHEQUE 200492		-\$143.42
18 Oct 2017	WITHDRAWAL/CHEQUE 200491		-\$162.08
17 Oct 2017	DEPOSIT Timing Solutions	COOM 27Aug2017	\$277.20
17 Oct 2017	DEPOSIT Timing Solutions	COOM 03Sep2017	\$200.00
17 Oct 2017	DEPOSIT Timing Solutions	COOM 08Oct2017	\$176.40
17 Oct 2017	DEPOSIT Timing Solutions	COOM 24Sep2017	\$100.80
17 Oct 2017	DEPOSIT Timing Solutions	COOM 04Oct2017	\$76.60
17 Oct 2017	DEPOSIT Timing Solutions	COOM 17Sep2017	\$50.40
17 Oct 2017	DEPOSIT Timing Solutions	COOM 20Aug2017	\$25.00
17 Oct 2017	DEPOSIT Timing Solutions	COOM 03Sep2017 1	\$1.60
17 Oct 2017	DEPOSIT	COOMA NSW	\$192.10
16 Oct 2017	WITHDRAWAL ONLINE 1589726 PYMT Harts Spor Hart	Sport 769296	-\$155.80
16 Oct 2017	WITHDRAWAL ONLINE 1580384 PYMT Office Pla Office	Play bags	-\$34.85
16 Oct 2017	WITHDRAWAL ONLINE 1580320 PYMT ACT Athlet	Athletics ACT Fee	-\$220.00
16 Oct 2017	DEPOSIT PATRICIA NUBEL	Flanagan tops x 3	\$115.00
16 Oct 2017	DEPOSIT KIMBERLEY GIRLIN	Dylan Dwyer	\$30.00



16 Oct 2017	DEPOSIT KIMBERLEY GIRLIN	Ashley Dwyer	\$30.00
10 Oct 2017	WITHDRAWAL MOBILE 1966561 PYMT L & R Tayl Lyndon stamp		-\$55.00
29 Sep 2017	INTEREST PAID		\$0.31

**Things you should know**

The PDF report will show only those transactions that have been processed and won't include the intraday transactions.



Date of Issue: 31 August 2017

**Certificate of Currency**

This is to certify the insurance policy detailed below is current and in force.

**Insured Companies**

Little Athletics Australia Inc including all affiliated State Associations, Centres, Clubs and all registered members, officials, accredited coaches, voluntary workers, executives and members of the Board of Management and/or subsidiary and/or related Corporations as defined under Australian Corporations Law and/or financiers and all parties for whom the Insured undertakes to insure their their respective rights, interests and liabilities

**Affiliated Club:** Cooma Little Athletics Centre

**Type of Policy**

- A) Public & Products Liability
- B) Professional Indemnity

**Policy Number**

AU00006742LI16A

**Period of Insurance**

31 August 2017 to 31 August 2018 at 4:00 pm LST

**Territorial Limit**

Worldwide

**Limit of Liability**

- A) AUD \$20,000,000 any one Occurrence and in the aggregate in respect of Products per Period of Insurance
- B) AUD \$10,000,000 each occurrence and in the aggregate per Period of Insurance

**Interested Party**

The specified entity/ies below are hereby noted under this Policy for their respective rights and interests in Little Athletics Australia Inc and/or Little Athletics Australia organised or sanctioned events:

Cooma Athletics

Nothing herein contained shall serve to alter, vary or waive the provisions of the above-mentioned policy. For full details regarding coverage refer to the policy documentation or contact V-Insurance Group on 1300 945 547 or email [sports@vinsurancegroup.com](mailto:sports@vinsurancegroup.com).

Signed on behalf of XL Insurance Company SE



**Craig Elliott - Senior Underwriter**

XL Catlin

Sydney

Phone: (02) 8270 1400

Melbourne  
Phone: (03) 8679 5200

For more information please contact your local XL Insurance Company SE office or visit our website [xlcatlin.com](http://xlcatlin.com)  
ABN 36 083 570 441



**QUOTE NUMBER**  
16467  
Valid for 30 days  
2/08/2017

Dear Matt Jamison Cooma Athletics Club,

Thank you for your enquiry. We are pleased to present our quote for your new steel building.

As your local Fair Dinkum Sheds distributor we understand you need a practical shed that will do the job and won't break the bank, and that's what we're all about - providing Real Sheds and Real Value®.

Fair Dinkum Sheds have been supplying sheds for over 20 years with over 180,000 sheds sold nationwide by their distributors, their experience speaks for itself.

All Fair Dinkum Sheds are made from quality Australian BlueScope® Steel and we are ShedSafe accredited – giving you the confidence that your shed meets the requirements of the Building Code of Australia (BCA).

We are equipped with advanced design and engineering software to ensure your building is designed to suit your site and purpose. Whether you have your shed built by us or supplied as a kit, we are focused on ensuring your satisfaction throughout the process and with the final product.

#### CUSTOMER DETAILS

Customer Name: Matt Jamison Cooma Athletics Club Phone: 0429 775 322 Mobile:  
Site Address: 1 Tooma Place Cooma 2630 Work Phone: Email: mattnshari@bigpond.com

#### BUILDING SUMMARY

**Dimensions:**  
Span: 8m  
Length: 8m  
Bay Width: 4m x 2 bay(s) at 4m each  
Height to the lowest eave: 2.7m  
Roof Pitch: 15Deg Gable  
Left Lean-to:  
Right Lean-to: Right LeanTo of Span 3m. and eaves height of 2.438m for 2 bays from the Front. Pitch is 5Deg

#### DESIGN FACTORS

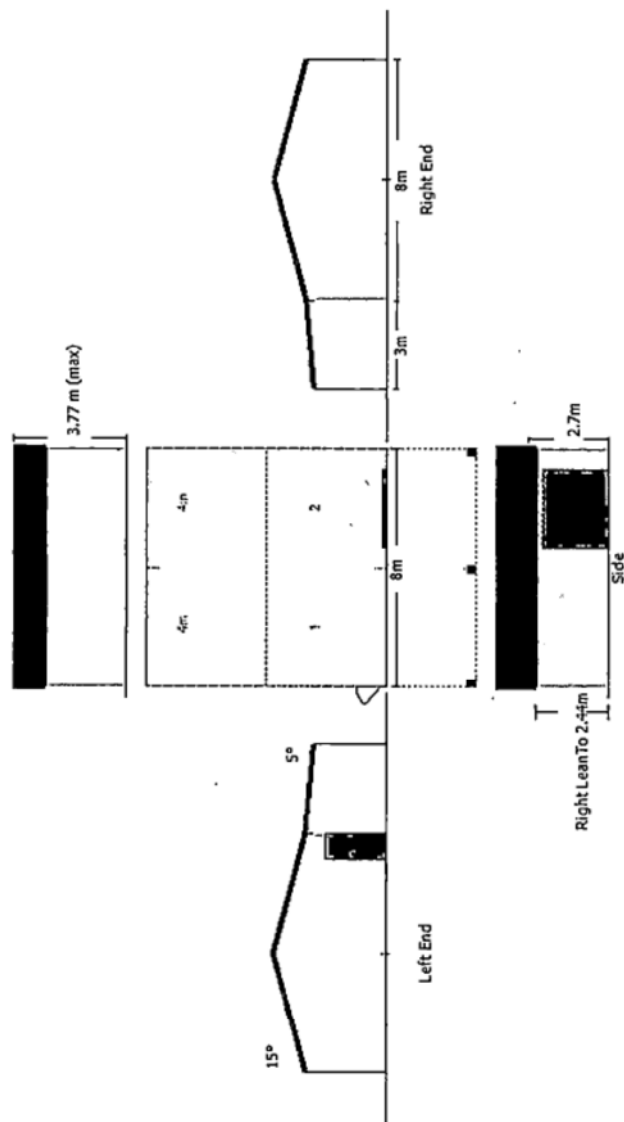
Importance Level: 2  
Wind Region: Reg A  
Terrain Category: TCat 2  
Snow altitude: 840m  
Topography: 1.2  
Shielding Factor: 1  
Internal Pressure Co-efficient: -0.3, 0  
Site wind speed in m/s: 49.14

**WE ARE HERE TO HELP YOU  
EVERY STEP OF THE WAY**

From planning to council approval  
to building your shed, we've got  
you covered!

	Inc GST
Kit Only Price	\$12,975
Installation Price	\$4,500
<b>TOTAL PRICE FOR KIT &amp; INSTALL</b>	<b>\$17,475</b>
Concrete Estimate Incl lean-to slab	\$7,500
<b>TOTAL PRICE (Incl concrete estimate)</b>	<b>\$24,975</b>

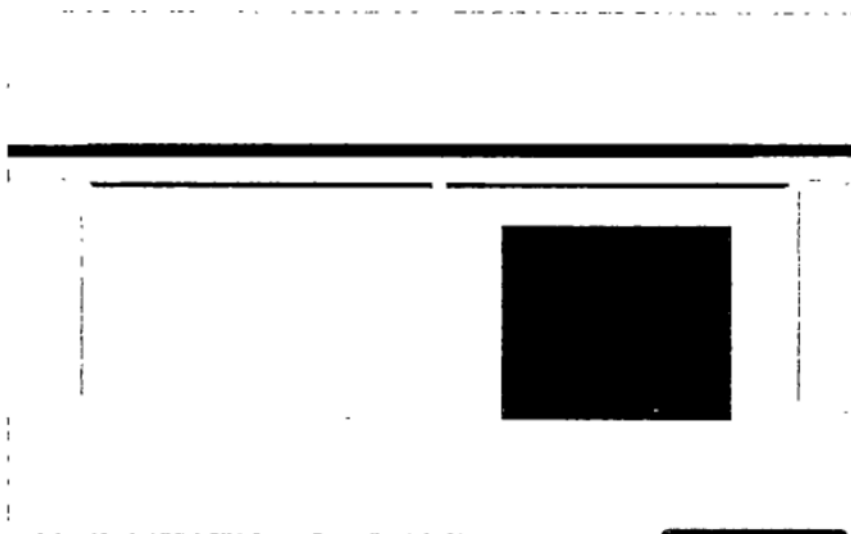
9 Polo Flat Road, Cooma, NSW, 2630  
P: 02 6452 7540 • F: 02 6452 7599 • E: admin@snowysheds.com.au  
www.snowysheds.com.au



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Cortona3D



Cortona3D

9 Polo Flat Road, Cooma, NSW, 2630  
P: 02 6452 7540 • F: 02 6452 7599 • E: admin@snowysheds.com.au  
www.snowysheds.com.au





#### BUILDING DETAILS

Walls	COLORBOND® DUNE Corrugated TCT 0.47, CB
Roof	COLORBOND® WOODLAND_GREY Corrugated TCT 0.47, CB 15Deg
Gutter	COLORBOND® WOODLAND_GREY Quad Hi Front Gutter CB
Downpipe	COLORBOND® DUNE
Barge	COLORBOND® WOODLAND_GREY
Corner Flashings	COLORBOND® DUNE
Door Flashings	COLORBOND® DUNE
Roller Door	COLORBOND® WOODLAND_GREY
PA Door	COLORBOND® WOODLAND_GREY
Commercial Sliding Door	
Glass Sliding Door	
Windows	

#### OPTIONAL EXTRAS

Skylights	
Roller Doors	1 x 2.20h X 2.65 CB *Series A #
Roller Door motors	
PA Doors	1 x Personal Access Door in RIGHT of Bay 2 of LEFT wall. 180deg external opening
Commercial Sliding Door	
Vermin proofing	Yes, custom made in the exact wall colour to seal at floor level. Supplied & installed FREE OF CHARGE for all slab installs only. Extra charges for this custom product if we supply kit only \$300
Windows	
Insulation	COMFORT - INSULBUBBLE 100 (30m2) AG for ROOFMAIN for area 66.25768m2
SHS Posts	Yes, x 3 75x75mm SHS posts for the open lean-to
Whirlybirds	
Mezzanine	
Mezzanine Stairs	
Divider Walls	

#### MATERIAL SPECIFICATION

Columns:	2C15019	Purlins:	Z10010
Rafters:	2C15012	Side Girts:	Z10010
Knee/Apex Brace:	C10015	End Girts:	Z10010
Left Lean-to Column:		Right Lean-to Column:	C15012/SHS7525
Left Lean-to Rafter:		Right Lean-to Rafter:	C15012
Mezzanine Bearer:		Mezzanine Joists:	
Knee/Apex Brace:	2C15019	Purlins:	Z10010

9 Polo Flat Road, Cooma, NSW, 2630  
P: 02 6452 7540 • F: 02 6452 7599 • E: admin@snowysheds.com.au  
www.snowysheds.com.au



#### FOOTING

##### SLAB

Min 100mm Slab thickened locally under each column by BORED footing  
Concrete in Vertical Bored hole locally under each column 450mm x 500mm Diameter x Depth  
The above foundation details are only suitable for soil classification A.S. or M and S.B.V. 100 kPa min. For other soil types refer to a registered structural engineer.  
Refer to sheet No '4' in plans for details other than shown on specification sheet and footing diagram sheet

#### NOTES

- If a generator needs to be provided, it will be at a cost of \$30 per day extra to charge at the discretion of Snowy Sheds.
- All off-cuts and shed rubbish will be removed and recycled appropriately.
- It is the shed purchaser's responsibility to check if the structure requires council approval.
- No allowances have been made for any council approval fees or any other related fees

#### TERMS & CONDITIONS

- Ownership of the materials will not pass to the purchaser until the final kit payment is paid in full.
- Where the materials have not been paid for in full within 21 days, Snowy Sheds reserves the right to offer the goods for resale, in which case you will be refunded the amount less expenses incurred by Snowy Sheds.
- Interest shall accrue on all overdue payments at 8% per annum.
- If collection agency is required for overdue payments all expenses will be incurred by client.
- If Home owners warranty is required, this will be an additional fee on top of the quoted price.



#### PAYMENT SCHEDULE

##### Council compliant:

There is a 10% deposit (non-refundable in most cases) of the kit price when placing the order for engineer plans.

Engineer plans will be required for applications submitted to council.

Following council approval, a further 40% of the kit price is for your start manufacturing.

The final balance of the kit price in full is required prior to delivery to site, which will approximately within 21 days.

##### Non Council

There is 50% deposit of the kit price required when placing the order to start manufacturing. The final balance of the kit price in full is required prior to delivery to site, which will be approximately within 21 days.

##### Install.

Payment for the installation of your shed kit is due 7 days from date of completion (stated on the invoice)

#### THE NEXT STEP

##### Payment Schedule

The following deposit and payment schedule will be required.

	% due	Amount	Due Date
Deposit (to Issue plans)	10%	\$1,297.50	Prior to engineered plans being issued.
To Order	40%	\$5,190	To place order for manufacturing
On Delivery	50%	\$6,487.50	Due prior to delivery date to site.
On Completion	100%	\$4,500	7 Days after install is completed

FAIR DINKUM SHEDS ENCOURAGES  
BEFORE PERFORMING A TASK.  
THINK ABOUT POTENTIAL HAZARDS.  
WITH SAFETY IN MIND.

#### Confirmation of Order

I hereby agree to place this order based on the details and terms and conditions provided (remember to check colours, roller door sizes etc)

Customer name

Customer signature

Date

#### Bank Details

BSB: 012-575

Account Number: 399 898 181

Account Name: Shed Elements Pty Limited

We also accept  
Visa & Mastercard  
payments online,  
if you choose to  
use this option it  
incurs a 2.6% fee.

Enquiries Sharon Thompson  
Cooma Office  
Our Ref 10.2018.1221.1  
Your Ref

5 April 2018

Tracey R Southam  
[REDACTED]

Dear Sir/Madam

**Application Number** 10.2018.1221.1  
**Development Description** Erect shed  
**Property Description** Yarra Street COOMA 2630  
Lot: 2 DP: 547586, Lot: 33

Please be advised that the above Application was lodged

#### Information & Rejection of Application

Council reserves the right to seek additional information necessary to allow for proper consideration and determine *Environmental Planning and Assessment (EP&A) Act*. Council may reject an application in the first fourteen information.

#### Public Notification

In accordance with the *EP&A Act* and *Section 8 of Cooma Control Plan 2013*, Council will notify adjoining neighbours proposed development. The Act requires Council to consider any submission it receives when determining the Development Application.

#### Fees & Contributions

Fees for lodgement of this Application are in accordance with the Schedule at the end of this letter. **The lodgement fees will be required to be paid within 14 days of the lodgement date (see above), otherwise the application may be rejected and returned to you.**

Council reserves the right to seek additional fees in accordance with legislation where necessary. The estimated cost of your development application (when required) will be checked in the process of lodging this application. Council will notify if there is a significant difference between Council's estimated cost and the cost shown on the application form. Any additional lodgement fees will be required to be paid within 14 days of the lodgement date (see above), otherwise the application may be rejected and returned to you.

It may be necessary to refer the Application to other Government agencies for comment which may also incur additional fees.

TAX INVOICE/RECEIPT  
ABN #: 72906802034  
Snowy Monaro Regional Council  
PO Box 714  
COOMA NSW 2630  
Ph 02 6455 1777 Fax 02 6455 1799  
Email: council@snowymonaro.nsw.gov.au  
Website: www.snowymonaro.nsw.gov.au

Date 10/04/2018 10:34  
Receipt 00266858:0001 Terminal 1:325  
Tracey R Southam - Cooma Athletics  
11 Moloola Avenue  
COOMA NSW 2630

Details	Amount
DA Fees	245.00
- DA - Notification	50.00
(GST 4.55)	
Invoice/Receipt Total:	295.00
Total Non-Taxable:	245.00
Total Taxable:	45.45
Total GST Payable:	4.55
Total Value	295.00
Tendered	
Other	295.00
Change	0.00

Thank you for your payment

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Enquiries Sharon Thompson  
Cooma Office  
Our Ref 11.2018.1221.1  
Your Ref

5 April 2018

Tracey R Southam

TAX INVOICE/RECEIPT  
ABN #: 72906802034  
Snowy Monaro Regional Council  
PO Box 714  
COOMA NSW 2630  
Ph 02 6455 1777 Fax 02 6455 1799  
Email: council@snowymonaro.nsw.gov.au  
Website: www.snowymonaro.nsw.gov.au

Date 10/04/2018 10:27  
Receipt 00266854:0001 Terminal 1:325  
Tracey R Southam - Cooma Athletics  
11 Moloola Avenue  
COOMA NSW 2630

Dear Sir/Madam

**Application Number** 11.2018.1221.1  
**Development Description** Erect Shed  
**Property Description** Yarra Street COOMA 2630  
Lot: 2 DP: 547586, Lot: 33 D

Details	Amount
Construction Cert	233.50
- Occupation Certif	258.00
	(GST 23.45)
- Inspection Fee -	573.00
	(GST 52.09)
- Long Service Levy	89.00
Invoice/Receipt Total:	1153.50
Total Non-Taxable:	322.50
Total Taxable:	755.46
Total GST Payable:	75.54
Total Value	1153.50
Tendered	
Other	1153.50
Change	0.00

Please be advised that the above Construction Certifi  
05/04/2018.

#### Information

Council reserves the right to seek additional informat  
necessary to allow for proper assessment and determinati

#### Fees & Contributions

Fees for lodgement of this Application are in accordance v  
letter. Thank you for your payment

Council reserves the right to seek additional fees in  
necessary. The estimated cost of your development at  
checked in the process of lodging this application. Council will notify if there is a significant  
difference between Council's estimated cost and the cost shown on the application form.  
Any additional lodgement fees will be required to be paid within 14 days of the lodgement  
date (see above).

#### Withdrawal of Application & Refunds

In accordance with Council's adopted fees, should Council receive a request for the  
Application to be withdrawn, 50% of fees will be refunded where the request is made within  
2 calendar months of lodgement. No refund is payable if the request is made after 2  
calendar months of lodgement. Please see Council's list of Fees for more details.

#### Track Your Application

You can track the progress of your Application online using Council's  
Application Tracking Tool. You can find the Tool via Council's website or  
[dat.cooma.nsw.gov.au](http://dat.cooma.nsw.gov.au)



Page 1 of 2

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation

Cooma Gymnastics Club Incorporated.  
Pat Redmond

Contact Person

Address / Location

Phone Number

E-Mail Address

ABN (If Applicable)

49160187330

Date of Establishment

28 August 2015

(If Applicable)

Is your Organisation

Registered for GST?

No.

(If Applicable)

### Project / Activity Details

Name of Project / Activity

Cooma Gymnastics Club end of year  
performance

Cash Amount \$ 300 (or other donation towards running  
event, i.e. sand / lighting)

In Kind Support:

(You will be required to submit copies of quotes from Council in your  
application)

Amount of Funding  
Requested

☐ Waste Management. E.g. Provision of bins / rubbish and recycling  
removal (Includes staff time for drop off and collection).

☐ Mowing / Gardening

☐ Road Closures (Includes Staff time)

☒ Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to  
be paid by the applicant but will be refunded provided no damage in  
incurred)

☐ Promotion via Print Media (Council Website Advertisement etc.)

Other – Please outline \_\_\_\_\_



Briefly describe the Project / Activity	The Cooma Gymnastics Club end of year performance will showcase the skills of the 220 club members. The planned date for the event is 25 November 2018.
<b>Project / Activity Financial Details</b>	
Financial Details of the Project or Activity for which assistance is sought	A waiver of the Cooma Multi-function Centre hire fee (\$310) and a donation to assist running the event, ie sound/lighting (\$300).
Total Cost of the Project or Activity	A waiver of the hire fee (\$310) and donation toward running the event (around \$300). \$610 total.
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	not applicable for this project.
Details of other financial assistance sought or obtained	not applicable for this project.
<b>Project / Activity Details</b>	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	The end of year performance will provide an opportunity for club members to showcase their skills in front of an audience to increase their confidence and enhance the overall capability of the club to attend competitions.
What is the expected amount of resident participation?	The club has around 220 members (from the Snowy Monaro region) and it is anticipated 300 plus community members will attend.
What other Local Community Groups is involved in this Project / Activity?	not applicable.

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.

The Cooma Gymnastics Club has highly qualified and experienced coaches and volunteers and this was recognised in 2018 when the Club was a finalist in the Gymnastics NSW 'small club of the year' award category. Cooma Gymnastics Club has held end of year performances in 2016 and 2017 and both of these were very successful with over 300 community members in attendance. The 2017 end of year performance was held at the Multi-function centre and received positive feedback from attendees.

How will Council funding be acknowledged?

Council funding would be acknowledged on the Cooma Gymnastics Club noticeboard, facebook and newsletter. At the end of year performance acknowledgement would also be made by the MC when opening the event and included in any printed documents such as a performance schedules and council logos/signage could also be displayed.

E.g. Logo or signage

n/a.

(Council Funding must be acknowledged in your Project or Activity)

Please provide details of Office Bearers or other Involved Parties

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

An opportunity to showcase local community members gymnastic skills, and increase community involvement with gymnastics

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

See above.

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year

No. This will be provided early next week (week beginning 2 July 18).

A copy of the Group /  
Organisation's Public  
Liability Insurance

Yes.  
Please see attached Insurance policy.

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

The Cooma Gymnastics Club will be  
booking the multifunction centre in the  
next week and anticipate it will be  
around \$310 (see attached current  
fee schedule).

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

not applicable

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

not applicable.

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name Pat Redmond

Office Held / Position Chairperson

E-Mail Address

Postal Address

Phone Number/s

#### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

Name P Redmond

Position	Chairperson
Date	28/06/2018

**Submitting your Application**

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

**FOR OFFICE USE ONLY**

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:

Hi Katie,

p. 217 of Hard Copy

The Multifunction Centre is available on the 25<sup>th</sup> November 2018, as of the 3<sup>rd</sup> July 2018. The cost for the hire of the hall is \$317 for a non-commercial organisation for up to 6 hours. There is also a \$300 deposit, required at time of booking. This can be in the form of a check, made out to the Cooma Visitor Centre, which can be stored in our safe and destroyed after the event. This price is correct as of the 3<sup>rd</sup> July 2018 but is subject to change and does not include the hire of the kitchen. The chairs are included in the hire and may be used for the event within the Multifunction Centre.

Kind regards,

**Hana Munclinger**  
Tourism Consultant  
Cooma Visitor Centre



Cooma Visitor Centre      Direct 02 6455 1742  
PO Box 17      Phone 1800 636 525  
COOMA NSW 2630      Fax 02 6455 1798  
[www.visitcooma.com.au](http://www.visitcooma.com.au)

ALLIANCE BANK

Printed at 08:04pm, 03 JUL 2018

Transaction BEGIN Date 01 MAR 2018

DATE JOINED

BR/AG

Transaction END Date 30 JUN 2018

16 AUG 17

700

CLIENT No. [REDACTED] KRISTI ELNA BREDEN

[REDACTED]

COOMA GYMNASTICS CLUB INC

POSTED DESCRIPTION	DEBIT	CREDIT	BALANCE	CHK NO.
01MAR18 OPENING BALANCE			19,495.87	
01MAR18 DIRECT CREDIT		120.00	19,615.87	
01MAR18 From: DAMIEN PORTER Ref: 01700 Porter				
01MAR18 DIRECT CREDIT		120.00	19,735.87	
01MAR18 From: PALMER KJ Ref: PALMER maiya				
02MAR18 DIRECT CREDIT		120.00	19,855.87	
02MAR18 From: Taylor - Inv 017 Ref: Cooma Gymnastics				
02MAR18 DIRECT CREDIT		200.00	20,055.87	
02MAR18 From: KATE COLLINS Ref: 01810 Collins				
02MAR18 DIRECT CREDIT		70.00	20,125.87	
02MAR18 From: THREADGATE M Ref: THREADGATE				
03MAR18 DIRECT CREDIT		120.00	20,245.87	
03MAR18 From: EMILY GRIFFIN Ref: Griffin 01817				
03MAR18 DIRECT CREDIT		110.00	20,355.87	
03MAR18 From: inv-01801 BUCKLE Ref: Gymnastics Fee				
05MAR18 TFR Receipt:008630646		105.00	20,460.87	
05MAR18 MVP From-M R & J E ANDERSON Ref-Cooma Gymnastics				
05MAR18 DIRECT CREDIT		120.00	20,580.87	
05MAR18 From: CBA Ref: 01681 Sky				
05MAR18 DIRECT CREDIT		340.00	20,920.87	
05MAR18 From: ANN STOCKL Ref: 01771 stockl				
06MAR18 TFR Receipt:008628859		300.00	21,220.87	
06MAR18 MOB From-B J A & R S DOWTON				
06MAR18 WESTPAC ONLINE BANKING		120.00	21,340.87	
06MAR18 From: PAULA MCLENNAN Ref: N Falconer 01701				
06MAR18 WESTPAC ONLINE BANKING		100.00	21,440.87	
06MAR18 From: PETA PEREA Ref: Harriet Perea				
06MAR18 DIRECT CREDIT		87.00	21,527.87	
06MAR18 From: HAMMANN Ref: INV-01652 Hammann				
06MAR18 DIRECT CREDIT		105.00	21,632.87	
06MAR18 From: HAMMANN Ref: INV-01648 Hammann				
06MAR18 TFR TO 112879 493403131 Receipt:008632778	127.00		21,505.87	
06MAR18 MVP To-MELANIE BALL Ref-Australia Post box renewal -				
06MAR18 Reimburse Mel Ball \$127.00				
06MAR18 TFR TO 062691 10241018 Receipt:008632779	140.00		21,365.87	
06MAR18 MVP To-REBECCA COWAN Ref-Gym clean inv# 5 16/02823/02				
06MAR18 \$140				
06MAR18 TFR TO 062691 10241018 Receipt:008632780	70.00		21,295.87	
06MAR18 MVP To-REBECCA COWAN Ref-Gym Clean INV#7 02032018 \$70				
06MAR18 BPAY SOUTHERN PHONE	72.20		21,223.67	
06MAR18 MVP Ref-3244779 #008632781				



## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	MAGIC (Multicultural Activity Group In Cooma)
Contact Person	Yvi Henderson
Address / Location	Cooma Multicultural Centre (CMC), 12 Mittagang Rd, Cooma
Phone Number	
E-Mail Address	
ABN (If Applicable)	N/A
Date of Establishment (If Applicable)	MAGIC was established in 2006 and the Cooma Multicultural Centre opened its door in September 2016
Is your Organisation Registered for GST? (If Applicable)	N/A

Project / Activity Details	
Name of Project / Activity	MAGIC Garden at the Cooma Multicultural Centre
Amount of Funding Requested	Cash Amount \$ 1,000.00
	<p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <p><input checked="" type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).</p> <p><input checked="" type="checkbox"/> Mowing / Gardening</p> <p><input type="checkbox"/> Road Closures (Includes Staff time)</p> <p><input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)</p> <p><input checked="" type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)</p> <p>Other – Please outline <u>SMRC Worm Farm &amp; Compost Bin</u></p>

Briefly describe the Project / Activity	The MAGIC group will set up a MAGIC garden at the Cooma Multicultural Centre. This garden will facilitate an engaging garden space for learning about Cultures, Cooking and Environment for schoolchildren and migrant & refugee families.
---	--

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	Mowing of grass around the CMC 6 x \$340 (2hrs)= \$2,040.00 Rubbish Removal \$488.40 per annum Worm Farm \$75.00 Tube of Worms & accessories \$80.00 Compost bin \$175.00 Hot water & installation \$1000.00 (cash)
Total Cost of the Project or Activity	\$3858.40
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	None
Details of other financial assistance sought or obtained	CMC has applied for NSW 2018 Community Building Partnership Program for installation of new kitchen at CMC including hot water system. Outcomes of application not known until December 2018.

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	The goal is to bring together the diverse communities of the region to work together to plan, build and develop the garden site, and to ultimately harvest the produce to share with the community via a cooking and food preservation program. This program will celebrate cultural diversity, welcome newcomers to the area, foster skills exchange and knowledge, promote the local production of healthy organic food, strengthen links with the wider community, and incorporate concepts of environmental sustainability.
What is the expected amount of resident participation?	MAGIC activities usually attracts 60+ people from a wide range of culturally and linguistically diverse backgrounds. MAGIC Garden project will include the local schools & preschools approx. 500 students and the wider community (+50) including community groups who already meet at the CMC (Day time Singing Group, Red Cross, MCGG, Steiner Playgroup)
What other Local Community Groups is involved in this Project / Activity?	The CMC provides a 'home' to about 10 other small community groups who use the facilities on either a regular or ad hoc basis. All of these community groups will benefit from the MAGIC Garden project. The CMC has become a Multicultural Community Hub that provides a welcoming place where migrant and refugee families, particularly mothers with young children, come to connect, share, and learn and the centre builds a bridge between community and school.

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	Yvi Henderson has been nominated SMRC Citizen of the Year 2018 for her work with the migrant and refugee communities in our region. Yvi and her volunteer MAGIC members have implemented many successful Multicultural events and projects within the last 10 years. Yvi is experienced in planning, implementing & evaluating community projects and has successfully acquitted State & Federal grants. MAGIC is auspiced by the SE NSW Multicultural Services (QMLC) (est 1982), an incorporated, non-government community based, not-for-profit organisation governed by a management committee elected annually from the memberships.
--	---

How will Council funding be acknowledged?  E.g. Logo or signage  (Council Funding must be acknowledged in your Project or Activity)	SMSC Signage at the Garden.  Invitation of SMRC staff and wider community to International Lunches.  Invitation and participation of SMRC staff and wider community members to multicultural cooking classes.  Positive publicity & photo opportunities for SMRC.
Please provide details of Office Bearers or other Involved Parties	ohn Gunn, Regional Director of QMLC & auspice body of CMC & MAGIC  Allen Robert Caldwell owner of premises at 12 Mittagang Rd & Director of the Alpine School Ltd.
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	The Cooma Multicultural Centre (CMC) is already a successful and established community service, with extensive links and partnerships within this community. These include local government, NGOs, health services, Church groups, service groups and clubs, and the private sector. Educational relevance to the wider community include developing an awareness of healthy diet and nutrition, skills in the production of healthy food and awareness of other cultures and their contributions.
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Activities: Gardening Workshops (E.g how to grow food in a cold climate, Compost & Worm farm sessions)  Multicultural Cooking demonstration (with food grown from the MAGIC Garden)  Food preservation programs

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	No MAGIC (Multicultural Activity Group In Cooma) is not an incorporated body, it consist solely of volunteers. Yvi Henderson will provide in-kind work hours to facilitate the project.
---	--



A copy of the Group / Organisation's Public Liability Insurance	yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	yes
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	yes
If your Group is not incorporated, please supply a letter from your supporting body	yes

Authorization of Applicant	
If the following is not completed, this may result in the application not being considered.	
Name	Yvi Henderson
Office Held / Position	Manager Cooma Multicultural Centre
E-Mail Address	
Postal Address	
Phone Number/s	

Declaration and Signature of Applicant	
<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Yvi Henderson

Position	CMC Manager
Date	29/06/2018

Submitting your Application	
<p><b>Email:</b> After completing your form, save to your computer and email to <a href="mailto:council@snowymonaro.nsw.gov.au">council@snowymonaro.nsw.gov.au</a></p>	
<p><b>Deliver to:</b> Any of the following Customer Service Locations:</p>	
<p><b>Cooma:</b> 81 Commissioner Street Cooma NSW 2630</p>	<p><b>Bombala:</b> 71 Caveat Street Bombala NSW 2632</p>
<p><b>Berridale:</b> 2 Myack Street Berridale NSW 2628</p>	<p><b>Jindabyne:</b> Shop 2, Razorback Plaza Gippsland Street, Jindabyne NSW 2627</p>
<p><b>Contact:</b> (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.</p>	

FOR OFFICE USE ONLY		
Date Application received:		
Which function of Council is exercised by this Donation / Sponsorship?		
<b>TICK</b>	<b>Department / Area for Costing</b>	<b>Amounts Charged</b>
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	
Is Public notice required?		
Date and method of Public notice:		

I, Allen Robert Caldwell, provide my consent for the proposed works for the property located at 12 Mittagang Road, Cooma NSW 2630, as set out in the funding application.

Signed:

A rectangular grey box used to redact the signature of Allen Robert Caldwell.

Dated: 19.05.18

#### **Statement supporting Funding application**

Through an auspice arrangement, QMLC has continued to support new arrivals and run a range of programs and workshops with the Multicultural Activity Group in Cooma (MAGIC). This group provides a contact for people settling in the Cooma/Monaro and Snowy Mountains region programs for the local multicultural communities. Yvi established the Cooma Multicultural Centre and she has made it a very welcoming meeting place and home for new and longer-settled residents. She initiated the Cooma Multicultural Festival which is now a regular annual festival with a full day program of local and visiting cultural performances, multicultural foodstalls and markets.

Multicultural Activities Group In Cooma (MAGIC) formed with Yvi's encouragement in 2006. MAGIC welcomes new arrivals to Cooma with many social activities and a multicultural Mother's and children's group that meets weekly at the CMC. MAGIC through its members organises various cultural performances for the Annual Multicultural Festival as well as other events throughout the year. Yvi encouraged former refugees from Somalia to take initiative in the community: they formed Youth For Global Peace. Yvi showed them how to apply for funding: the group was successful in winning a grant to promote cultural understanding in the community. The Somali community also delivered a cultural understanding program to local schools.

Other community activities encouraged by Yvi include a market garden for migrants and refugees and similar activities across the region.

John Gunn, Director, Southern NSW Multicultural Services, Queanbeyan  
0419 461 535 [info@qmlc.org.au](mailto:info@qmlc.org.au) [www.qmlc.org.au](http://www.qmlc.org.au)





21 July 2017

Queanbeyan Multilingual Centre  
PO Box 520  
QUEANBEYAN ACT 2620

PO Box 1331 Parramatta NSW 2124  
Level 1, 130 George Street,  
Parramatta NSW 2150  
DX 8248 Parramatta  
phone +61 2 8623 4265  
fax +61 2 9253 7299  
email [robert.rudd@aon.com](mailto:robert.rudd@aon.com)

## Certificate of Currency

In our capacity as Insurance Brokers to **Queanbeyan Multilingual Centre**, we hereby certify that the undermentioned Insurance Contract is current.

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policy detailed below.

<b>Class of Insurance</b>	<b>Public &amp; Products Liability</b>
<b>Insurer</b>	SLE Worldwide Australia Pty Limited
<b>Policy Number</b>	ZKA Q9844
<b>Period of Insurance</b>	From: 30-Jun-17 To: 30-Jun-18
<b>Limit of Liability</b>	<b>\$20,000,000</b> any one occurrence and in the aggregate for Products
<b>Situation/Location</b>	Anywhere in Australia
<b>Cover</b>	<b>Will extend to all noted and declared sporting events</b>

Yours faithfully



**Robert Rudd**  
**Signed for and on behalf of**  
Aon Risk Services Australia Limited

**Important notes**

- This certificate is a summary of cover only. Please refer to the Policy Wording and Schedule for its full terms and conditions.
- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time, in accordance with the terms of the Policy and the *Insurance contracts Act 1984 (Cth)*.
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of such alteration to or cancellation of the Policy.
- This Certificate does not:
  - Represent an insurance contract or confer rights to the recipient : or
  - Amend, extend or alter the Policy.

Aon Risk Services Australia Limited ABN 17 000 434 720 . [www.aon.com.au](http://www.aon.com.au)

Aon has always valued the privacy of personal information. If you would like a copy of our Privacy Policy, you can contact us or access it from our website at [www.aon.com.au](http://www.aon.com.au).

# Dux 17L/min Continuous Flow Water Heater - 60° LPG

I/N: 5103767

## Hot water system

Bunnings can replace your existing hot water system with a new Dux gas, electric or solar system. Our hot water specialists can advise you on the best solution for your needs.

Scheduled installation will cost \$299.00.



\$699

Price correct as at Sat 30 Jun 2018 12:14:03am

## SMRC Mowing

Hi Yvi

The hourly rate would be \$167 (possibly gone up to \$170 for the next financial year)

Not sure how long it took but there would be a minimum of an hour charged. Also we would have to prioritise our mowing around our work and around events – so we may not be able to commit to do the work as often as you are asking.

Cheers

jane

**Jane Kanowski**

Open Space And Recreation Manager



PO Box 714  
COOMA NSW 2630

Direct 02 6455 1841  
Phone 1300 345 345  
Fax 02 6455 1799

[snowymonaro.nsw.gov.au](http://snowymonaro.nsw.gov.au)

## Quote Waste Removal

Hi Yvi

Please be advised that as the 18/19 Council fees and charges have not been adopted the quote supplied is based on the 17/18 Council fees and charges so therefore this quote is only an a quote based on the current charges – the quote for collection of waste and recycling is as follows \$40.70 per month equating to \$488.40 per annum. I hope that this is sufficient if you need any further information please do not hesitate in contacting me.

I am still waiting on the cost of supply of a worm farm and compost bin which I should have for you in the morning

### **SMRC Worm Farm & Compost bins**

Hi Yvi

Please see following prices for worm farms etc



### **Worm Farm / Factory (excluding Worms) - \$75**



### **Tube o Worms - \$60**



### **Worm Blanket - \$10**



### **Worm Farm & Compost Conditioner - \$10**

Compost Bins – 2 options.

p. 229 of Hard Copy



#### 220L Gedye Bin \$50

*\* Tumbleweed's 220L Gedye Bin is the best choice for recycling a variety of organic waste from your suburban garden and kitchen into rich compost. This sturdy yet light-weight bin is easy to move around your garden.*

*Simply load the bin and replace the lid, then turn your compost regularly with a Tumbleweed Aerator or Compost Mate to speed decomposition.*



#### 220L Compost Tumbler \$175

*\* Easy composting for every home and garden. The Tumbleweed 220L Compost Tumbler is ideal for small gardens and courtyards - you can even place it on concrete or pavers. You'll find Tumbleweed's 220L Compost Tumbler is the easy way to compost - just load the barrel then turn it every few days. A built-in breaker bar will mix and aerate to speed up decomposition, leaving you with fantastic mulch in just four weeks or rich compost in six.*

#### Mandy Thurling

Resource & Waste Operations Manager



PO Box 714  
COOMA NSW 2630

Direct 02 6455 1921  
Phone 1300 345 345  
Fax 02 6455 1799

[snowymonaro.nsw.gov.au](http://snowymonaro.nsw.gov.au)

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Cooma Horse & Pony Club Inc
Contact Person	Langdon Gould- Project Manager
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	88696719663
Date of Establishment (If Applicable)	1952
Is your Organisation Registered for GST? (If Applicable)	No

Project / Activity Details	
Name of Project / Activity	Cooma Horse & Pony Club Clubhouse Construction- Stage 2- Internal Fitout
	Cash Amount \$ 20,000.00
Amount of Funding Requested	<p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <p><input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).</p> <p><input type="checkbox"/> Mowing / Gardening</p> <p><input type="checkbox"/> Road Closures (Includes Staff time)</p> <p><input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)</p> <p><input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)</p> <p>Other – Please outline <u>Donation for Internal fit out of clubhouse</u></p>



Briefly describe the Project / Activity	Stage 2- Internal fitout of Clubhouse to allow the club to continue to provide a safe, fun and educational environment for children and horses.
<b>Project / Activity Financial Details</b>	
Financial Details of the Project or Activity for which assistance is sought	Project cost for Stages 1 & 2 is \$83,842. Stage 1 (Clubhouse Construction) cost is \$55,000 and funded. Stage 2 (Internal Fitout) cost is \$28,842 and is partially funded.
Total Cost of the Project or Activity	\$83,842
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	Snowy Monaro Regional Council Community Grant (\$50,000)
Details of other financial assistance sought or obtained	Existing Pony Club funds and ongoing fundraising by Club members.
<b>Project / Activity Details</b>	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	Provide opportunities for active outdoor activities, where children (incl those with a disability) and their carers, can learn horsemanship, sportsmanship, team building and care and welfare of animals.
What is the expected amount of resident participation?	31 registered families of Cooma Pony Club, together with outside organisations with equine interests, incl (but not limited to) Monaro Equestrian Association, Cooma Show Society & other Pony Clubs within the SMRC LGA.
What other Local Community Groups is involved in this Project / Activity?	Ti Tree Racecourse Trust

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences,	<p>The project is split into 2 stages, being:</p> <ul style="list-style-type: none"> <li>- Stage 1- Clubhouse Construction</li> <li>- Stage 2- Internal Fitout</li> </ul> <p>Stage 1 is fully funded, pending Construction Certificate issue, with contractor engaged and materials purchased and on-site.</p> <p>Stage 2 is partially funded, with funds additional to Pony Club reserves being raised.</p> <p>The project manager has formal qualifications in project management, together with 22 years experience in project management of Rural Fire Brigade and Control</p>
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How will Council funding be acknowledged?  E.g. Logo or signage  (Council Funding must be acknowledged in your Project or Activity)	<p>Local Media (Monaro Post)</p> <p>Social Media (Facebook)</p> <p>Signage promoting SMRC and their contribution to the clubhouse project affixed on site as part of completion, and into the future.</p> <p>Invitation to Council representatives in official party, to opening ceremony.</p>
Please provide details of Office Bearers or other Involved Parties	<p>President: Jenine Stockl</p> <p>Secretary: Vanessa Dixon</p> <p>Treasurer: Belinda Digges</p> <p>Project Manager: Langdon Gould</p>
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	<p>Provide an environment and opportunities for community members to participate in active outdoor activities, where children (incl those with a disability) and their carers, can learn horsemanship, sportsmanship, team building and care and welfare of animals.</p>
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	<p>As above</p>

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	Yes
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A copy of the Group / Organisation's Public Liability Insurance	Yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Copy of project budget spreadsheet attached.
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Langdon Gould
Office Held / Position	Project Manager on behalf of Cooma Horse & Pony Club Inc Executive
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Langdon Gould

Position	Project Manager
Date	29/6/18

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



### **Certificate of Currency**

This certificate acknowledges that the policy referred to is in force for the period shown at the time of issue. Summary of cover is listed below.

This certificate is subject to the Terms, Definitions, Conditions and Exclusions of this Policy

<b>Policy</b>	: Broadform Liability
<b>Insured</b>	: Pony Club Association of New South Wales incorporated including affiliated Clubs, Committees, Members, Volunteers, Officials, Directors, Instructors and Judges
<b>Territorial Limits</b>	: Worldwide excluding United States of America or Canada and their territories or protectorates
<b>Interest Insured:</b>	: Covering Insured's Liability to other Parties in accordance with the Insurance Policy.
<b>Sum Insured</b>	: Public Liability: \$20,000,000 any one occurrence Products Liability: \$20,000,000 in the aggregate any one period of insurance
<b>Insurer</b>	: Pen Underwriting
<b>Policy Number</b>	: 442310
<b>Period of Insurance</b>	: 31 <sup>st</sup> December 2017 to 31 <sup>st</sup> December 2018

Subject to the policy terms, conditions, sub limits, excess and exclusions

Yours sincerely,

Aysha Forster  
Assistant Account Manager – 18 December 2017



COOMA HORSE AND PONY CLUB			
May 2018			
Balance as at 1 May 2018			\$34,919.00
<u>INCOME</u>			
Hazeldean Pty Ltd (Catering)			<u>\$ 1,640.00</u>
<u>TOTAL</u>			<u>\$36,559.00</u>
<u>EXPENSES</u>			
21.5.2018	Chq#988	Franks Butchery	\$ 211.63
21.5.2018	Chq#989	Dry Plains Contracting	\$3,659.01
24.5.2018	Chq#990	Cash Float (Hazeldean)	\$ 200.00
30.5.2018	Chq#991	Franks Butchery	\$ 358.81
			\$ 4,429.45
BALANCE			\$32,129.55
Less: Presented Cheques			
13.2.2018	Chq#973		\$200.00
			\$31,929.55
Plus: Unpresented Cheques			
Chq#991	\$358.81		<u>\$ 358.81</u>
BANK BALANCE AS AT 31 May 2018			\$32,288.36



*Project Budget Management*  
*Cooma Horse Pony Club Inc Clubhouse Construction*

Project Name	Cooma Horse & Pony Club Clubhouse				
Project Manager	Cooma Pony Club Clubhouse Sub-Committee				
Contact Phone Number	All Prices incl GST				
Funding Amount (Office Use)	\$	50,000.00	\$3,235	\$20,000	\$10,607
Funding Source (Office Use)	Grant & PC Funds	DA/CC & Tip Fees	SMRC- Donation Gr	Pony Club Funds (held and raised)	18/19
Year of Allocation (Office Use)	17/18	18/19	18/19	18/19	18/19
Total =	\$	83,842.00	(Subject to the \$3,200 & \$20K approval)		
Proposed Commencement		1/03/2018			
Proposed Completion		31/12/2018			
Project Costing Breakdown					
Line Items	Projected Cost	Est. or Quoted	Actual Cost	Contractor/Supplier	Contact No.
Planning					
Drawings / Plans				Included within building supply	
Surveying				Not Applicable	
DA Fees	\$ 1,800.00	Quoted	\$ 1,886.00	Snowy-Monaro Regional Council	
Site Preparation					
Demolition/Earthmoving / Excavation	\$ 2,120.00	Quoted	\$ 2,120.00	Dry Plains Contracting	
Tip Fees	\$ 1,500.00	Estimated	\$ 1,350.01	Dry Plains Contracting	
Construction					
Concrete Slab	\$ 9,500.00	Quoted	\$ -	Mick Blacka	
R1 Underslab Insulation	\$ 1,312.00	Quoted		Mick Blacka	
Supply and erection of building	\$ 28,200.00	Quoted	\$ 19,440.00	Snowy Sheds (actual paid to date)	
Roofing blanket		Quoted		Incl in Snowy Sheds quote	
Vermis Proofing		Quoted		Incl in Snowy Sheds quote	
Walls sisal/condensation blanket	\$ 750.00	Quoted		Snowy Sheds (Variance)	
Windows (Large Viewing Windows	\$ 1,270.00	Quoted		Monaro Glass (Laminated option)	
Internal lining of building (Incl insulation to SMRC consent standards)	\$ 18,000.00	Quoted		Issac Hornemann	

Project Budget Management  
Cooma Horse Pony Club Inc Clubhouse Construction

Project Costing Breakdown					
Line Items	Projected Cost	Est. or Quoted	Actual Cost	Contractor/Supplier	Contact No.
Supply and installation of boiler point & associated equipment	\$ -	Incl In Quoted Quote		Quod's Plumbing Services	
Plumbing & Water Supply incl gas	\$ 6,500.00	Quoted		Quod's Plumbing Services	
Gas Hot water service	\$ 890.00	Advert Price		Elgas Cooma- Rinnai B16	
Lighting & electrical supply & install	\$ 12,000.00	Quoted		Michael Horneman	
Heating (Single gas stand alone)	\$ -	Donation			
<i>Sundries</i>					
Landscaping (Incl site drainage)	\$ -	Incl in plumbing		Quod's Plumbing Services	
Signage	\$ -	In kind		Stockl Signs	
Sub-total	\$ 83,842.00		\$ 24,796.01		
Contingency for costs increases during period between quotation and commitment to contractors/suppliers (10%)	\$ -				
	Total (GST Inc)= \$ 83,842.00		Total (GST Inc)= \$ 24,796.01		
Budget Surplus/Deficit(GST Inc) = \$ - \$ 59,045.99					

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Cooma Horse & Pony Club Inc
Contact Person	Langdon Gould- Project Manager
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	88696719663
Date of Establishment (If Applicable)	1952
Is your Organisation Registered for GST? (If Applicable)	No

Project / Activity Details	
Name of Project / Activity	Cooma Horse & Pony Club Clubhouse Construction
	Cash Amount \$ 3,235.00
Amount of Funding Requested	<p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <p><input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).</p> <p><input type="checkbox"/> Mowing / Gardening</p> <p><input type="checkbox"/> Road Closures (Includes Staff time)</p> <p><input checked="" type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage in incurred)</p> <p><input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)</p> <p>Other – Please outline <u>Donation for DA, CC &amp; Tip Fees paid.</u></p>

Briefly describe the Project / Activity	Construction of a new Clubhouse to allow the club to continue to provide a safe, fun and educational environment for children and horses.
---	---

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	Project cost for Stages 1 & 2 is \$83,842. Stage 1 (Clubhouse Construction) cost is \$55,000 and funded. Stage 2 (Internal Fitout) cost is \$28,842 and is partially funded.
Total Cost of the Project or Activity	\$83,842
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	Snowy Monaro Regional Council Community Grant (\$50,000)
Details of other financial assistance sought or obtained	Existing Pony Club funds and ongoing fundraising by Club members.

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	Provide opportunities for active outdoor activities, where children (incl those with a disability) and their carers, can learn horsemanship, sportsmanship, team building and care and welfare of animals.
What is the expected amount of resident participation?	31 registered families of Cooma Pony Club, together with outside organisations with equine interests, incl (but not limited to) Monaro Equestrian Association, Cooma Show Society & other Pony Clubs within the SMRC LGA.
What other Local Community Groups is involved in this Project / Activity?	Ti Tree Racecourse Trust

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	<p>The project is split into 2 stages, being:</p> <ul style="list-style-type: none"> <li>- Stage 1- Clubhouse Construction</li> <li>- Stage 2- Internal Fitout</li> </ul> <p>Stage 1 is fully funded, pending Construction Certificate issue, with contractor engaged and materials purchased and on-site.</p> <p>Stage 2 is partially funded, with funds additional to Pony Club reserves being raised.</p> <p>The project manager has formal qualifications in project management, together with 22 years experience in project management of Rural Fire Brigade and Control</p>
--	--

<p>How will Council funding be acknowledged?</p> <p>E.g. Logo or signage</p> <p>(Council Funding must be acknowledged in your Project or Activity)</p>	<p>Local Media (Monaro Post)</p> <p>Social Media (Facebook)</p> <p>Signage promoting SMRC and their contribution to the clubhouse project affixed on site as part of completion, and into the future.</p> <p>Invitation to Council representatives in official party, to opening ceremony.</p>
<p>Please provide details of Office Bearers or other Involved Parties</p>	<p>President: Jenine Stockl</p> <p>Secretary: Vanessa Dixon</p> <p>Treasurer: Belinda Digges</p> <p>Project Manager: Langdon Gould</p>
<p>What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?</p>	<p>Provide an environment and opportunities for community members to participate in active outdoor activities, where children (incl those with a disability) and their carers, can learn horsemanship, sportsmanship, team building and care and welfare of animals.</p>
<p>What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?</p>	<p>As above</p>

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	Yes
---	-----



A copy of the Group / Organisation's Public Liability Insurance	Yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	DA, CC & Tip fees receipts attached.
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Langdon Gould
Office Held / Position	Project Manager on behalf of Cooma Horse & Pony Club Inc Executive
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Langdon Gould





### **Certificate of Currency**

This certificate acknowledges that the policy referred to is in force for the period shown at the time of issue. Summary of cover is listed below.

This certificate is subject to the Terms, Definitions, Conditions and Exclusions of this Policy

<b>Policy</b>	: Broadform Liability
<b>Insured</b>	: Pony Club Association of New South Wales incorporated including affiliated Clubs, Committees, Members, Volunteers, Officials, Directors, Instructors and Judges
<b>Territorial Limits</b>	: Worldwide excluding United States of America or Canada and their territories or protectorates
<b>Interest Insured:</b>	: Covering Insured's Liability to other Parties in accordance with the Insurance Policy.
<b>Sum Insured</b>	: Public Liability: \$20,000,000 any one occurrence Products Liability: \$20,000,000 in the aggregate any one period of insurance
<b>Insurer</b>	: Pen Underwriting
<b>Policy Number</b>	: 442310
<b>Period of Insurance</b>	: 31 <sup>st</sup> December 2017 to 31 <sup>st</sup> December 2018

Subject to the policy terms, conditions, sub limits, excess and exclusions

Yours sincerely,

Aysha Forster  
Assistant Account Manager – 18 December 2017

COOMA HORSE AND PONY CLUB			
May 2018			
Balance as at 1 May 2018			\$34,919.00
<u>INCOME</u>			
Hazeldean Pty Ltd (Catering)			<u>\$ 1,640.00</u>
<u>TOTAL</u>			<b>\$36,559.00</b>
<u>EXPENSES</u>			
21.5.2018	Chq#988	Franks Butchery	\$ 211.63
21.5.2018	Chq#989	Dry Plains Contracting	\$3,659.01
24.5.2018	Chq#990	Cash Float (Hazeldean)	\$ 200.00
30.5.2018	Chq#991	Franks Butchery	\$ 358.81
			\$ 4,429.45
BALANCE			\$32,129.55
Less: Presented Cheques			
13.2.2018	Chq#973		\$200.00
			\$31,929.55
Plus: Unpresented Cheques			
Chq#991	\$358.81		<u>\$ 358.81</u>
BANK BALANCE AS AT 31 May 2018			<b>\$32,288.36</b>

Receipts for Tip Fees  
paid.  
Total = \$1,349.01

TAX INVOICE  
Snowy Mountain Regional Council  
8448 Monaro Highway  
Cooma NSW 2630  
Phone: 02 6452 1105 Fax: 02 6452 1105  
ABN : 72 906 802 034  
Transaction No. 258117  
Transaction Type: Second weigh  
Date : 26/04/2018 Time : 12:07  
Operator : ALAN  
Rego No. : ALD1SK  
Order No. : NA  
Product : MIXED BLDG/DENO RUBBLE  
Direction : IN  
Destination : C&D RUBBLE  
Source : AA-COMMERCIAL  
Customer : DRY PLAINS CONTRACTING  
CDE(t) : 0.00(Calculated)  
Min. CDE Under 0.00t : \$ 0.00  
Gross : 13.30 t  
Tare : 11.34 t  
Net : 1.96 t  
Min. Cost Under 0.00t : \$ 1.81  
Total : \$ 276.18  
GST : \$ 27.62  
Amount Due : \$ 303.80(ex. levies)  
CDE : \$ 0.00  
Price to Pay : \$ 303.80  
Paid By : ACCOUNT

Driver Signature \_\_\_\_\_  
Weighman Signature \_\_\_\_\_  
DRIVE  
SAFE

TAX INVOICE  
Snowy Mountain Regional Council  
8448 Monaro Highway  
Cooma NSW 2630  
Phone: 02 6452 1105 Fax: 02 6452 1105  
ABN : 72 906 802 034  
Transaction No. 258103  
Transaction Type: Second weigh  
Date : 26/04/2018 Time : 11:24  
Operator : ALAN  
Rego No. : ALD1SK  
Order No. : NA  
Product : MIXED BLDG/DENO RUBBLE  
Direction : IN  
Destination : C&D RUBBLE  
Source : AA-COMMERCIAL  
Customer : DRY PLAINS CONTRACTING  
CDE(t) : 0.00(Calculated)  
Min. CDE Under 0.00t : \$ 0.00  
Gross : 13.52 t  
Tare : 11.34 t  
Net : 2.18 t  
Min. Cost Under 0.00t : \$ 1.81  
Total : \$ 307.18  
GST : \$ 30.72  
Amount Due : \$ 337.90(ex. levies)  
CDE : \$ 0.00  
Price to Pay : \$ 337.90  
Paid By : ACCOUNT

Driver Signature \_\_\_\_\_  
Weighman Signature \_\_\_\_\_  
DRIVE  
SAFE

TAX INVOICE  
Snowy Mountain Regional Council  
8448 Monaro Highway  
Cooma NSW 2630  
Phone: 02 6452 1105 Fax: 02 6452 1105  
ABN : 72 906 802 034  
Transaction No. 258090  
Date In : 26/04/2018  
Time In : 08:50  
Date Out : 26/04/2018  
Time Out : 08:57  
Operator : TREX  
Rego No. : ALD1SK  
Order No. : NA  
Product : MIXED BLDG/DENO RUBBLE  
Direction : IN  
Destination : C&D RUBBLE  
Source : AA-COMMERCIAL  
Customer : DRY PLAINS CONTRACTING  
CDE(t) : 0.00(Calculated)  
Min. CDE Under 0.00t : \$ 0.00  
Gross : 13.20 t  
Tare : 11.24 t  
Net : 1.96 t  
Min. Cost Under 0.00t : \$ 1.81  
Total : \$ 276.18  
GST : \$ 27.62  
Amount Due : \$ 303.80(ex. levies)  
CDE : \$ 0.00  
Price to Pay : \$ 303.80  
Paid By : ACCOUNT

Driver Signature \_\_\_\_\_  
Weighman Signature \_\_\_\_\_  
DRIVE  
SAFE

Receipts for Tip Fee  
paid.

TAX INVOICE

Shewy Menaro Regional Council  
6448 Menaro Highway  
Cooma NSW 2630  
Phone: 02 6452 1105 Fax: 02 6452 1105  
ABN : 72 906 602 034

Transaction No. 268130  
Transaction Type: Second weigh  
Date : 26/04/2019 Time : 13:24

Operator : ALAN  
Rego No. : AL01SK  
Order No. : NA  
Product : GREENWASTE >300 CWM  
Direction : IN  
Destination: GREEN WASTE  
Source : AA-COMMERCIAL  
Customer : DRY PLAINS CONTRACTING

CU26(1) : 0.00(t)  
Min. CO2 Under 0.00t :  
CO2 Per Tonne :  
Gross : 13.95 t  
Tare : 11.34 t  
Net : 2.62 t  
Min. Cost Under 0.00t : \$ 4.54  
Price Per Tonne : \$ 63.64  
Total : \$ 166.74  
GST : \$ 16.67  
Amount Due : \$ 183.41(ex. levies)  
CO2 : \$ 0.00  
Price to Pay: \$ 183.41  
Paid By : ACCOUNT

Driver Signature \_\_\_\_\_

Weighman Signature \_\_\_\_\_

DRIVE  
SAFE

TAX INVOICE

Shewy Menaro Regional Council  
6448 Menaro Highway  
Cooma NSW 2630  
Phone: 02 6452 1105 Fax: 02 6452 1105  
ABN : 72 906 602 034

Transaction No. 268122  
Transaction Type: Second weigh  
Date : 26/04/2018 Time : 12:41

Operator : ALAN  
Rego No. : AL01SK  
Order No. : NA  
Product : MIXED BLDG/DENO RUBBLE  
Direction : IN  
Destination: C&D RUBBLE  
Source : AA-COMMERCIAL  
Customer : DRY PLAINS CONTRACTING

CU26(1) : 0.00(t)  
Min. CO2 Under 0.00t : \$ 0.00  
CO2 Per Tonne : \$ 0.00  
Gross : 12.76 t  
Tare : 11.34 t  
Net : 1.42 t  
Min. Cost Under 0.00t : \$ 1.81  
Price Per Tonne : \$ 140.91  
Total : \$ 200.09  
GST : \$ 20.01  
Amount Due : \$ 220.10(ex. levies)  
CO2 : \$ 0.00  
Price to Pay: \$ 220.10  
Paid By : ACCOUNT

Driver Signature \_\_\_\_\_

Weighman Signature \_\_\_\_\_

DRIVE  
SAFE

TAX INVOICE/RECEIPT  
ABN #:72906802034  
Snowy Monaro Regional Council  
PO Box 714  
COOMA NSW 2630  
Ph: 02 6455 1777 Fax 02 6455 1799  
Email: council@cooma.nsw.gov.au  
Website: www.cooma.nsw.gov.au

Date 31/05/2017 11:14  
Receipt 00219476:0001 Terminal 2:166  
Cooma Horse & Pony Club  
PO Box 1085  
COOMA NSW 2630

Details	Amount
DA Fees - DA Fee - S	331.30
10.2017.1109.1	
Planning Reform Fees	28.00
DA Fees - Other - DA	285.00
10.2017.1109.1	
DA - Notification Fe	50.00
(GST 4.55)	
10.2017.1109.1	
Invoice/Receipt Total:	694.30
Total Non-Taxable:	644.30
Total Taxable:	45.45
Total GST Payable:	4.55
Total Value	694.30
Tendered	
Cheque	694.30
Change	0.00

Thank you for your payment

DA Fees paid  
\$694.30

CC Fees paid  
\$1192 -

Total = 1,886.30

ABN #:72906802034  
Snowy Monaro Regional Council  
PO Box 714  
COOMA NSW 2630  
Ph: 02 6455 1777 Fax 02 6455 1799  
Email: council@cooma.nsw.gov.au  
Website: www.cooma.nsw.gov.au

Date 31/05/2017 11:16	
Receipt 00219477:0001 Terminal 2:166	
Cooma Horse & Pony Club	
PO Box 1249	
COOMA NSW 2630	
Details	Amount
Construction Cert -	378.00
11.2017.1109.1	
Construction Cert -	250.00
11.2017.1109.1	
Building Inspection	382.00
LSL fees - Trust - L	182.00
Total Value:	1192.00
Tendered	1192.00
Cheque	0.00
Change	

Thank you for your payment

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation	Cooma & District Kennel & Obedience Club
Contact Person	Mary-Ann Mould
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	54 671 277 194
Date of Establishment (If Applicable)	1995
Is your Organisation Registered for GST? (If Applicable)	No

RECEIVED

28 JUN 2018

Records  
Cooma Office

### Project / Activity Details

Name of Project / Activity	Championship Dog Show
Cash Amount \$	
In Kind Support: (You will be required to submit copies of quotes from Council in your application)	
<input checked="" type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).	
<input checked="" type="checkbox"/> Mowing / Gardening	
<input type="checkbox"/> Road Closures (Includes Staff time)	
<input checked="" type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage in incurred)	
<input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)	
Other – Please outline _____	



Briefly describe the Project / Activity	3 All Breeds Championship Shows, Obedience Trials & Rally O Trials run over 3 days in December at the Cooma Show Ground.
---	--

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	*Income - Entries, sponsorships, donations & memberships *Expenditure - Judges expenses, Insurance & Affiliation, Dogs NSW entry levies, Equipment hire
Total Cost of the Project or Activity	\$12,000
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	3 day Show Ground Hire - 2016 & 2017
Details of other financial assistance sought or obtained	

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	<ul style="list-style-type: none"> <li>* Tourism - Promotes visitors to the area</li> <li>* Promotes responsible pet ownership/ management</li> <li>* Encourages good community social interaction</li> <li>* Provides opportunity for community education regarding pet ownership</li> <li>* Provides increased business due to influx of visitors</li> </ul>
What is the expected amount of resident participation?	Approx. 400 entries each day
What other Local Community Groups is involved in this Project / Activity?	Nil

Outline your  
Organisation's capacity to  
deliver the Project /  
Activity, or, describe  
previous experiences.

Our small club, of approximately 30 members, and being a 'not for profit' organisation has always presented a well run annual show. This is mainly due to the support we receive from local businesses. Competitors look forward to the show and admire the beautiful ground and district on a whole.

How will Council funding  
be acknowledged?

E.g. Logo or signage

(Council Funding must be  
acknowledged in your  
Project or Activity)

Please provide details of  
Office Bearers or other  
Involved Parties

Council logo will be printed on the Cooma show schedule in the Dogs NSW magazine which is published monthly.

President: Bill Crozier  
Secretary: Sylvia Crozier  
Treasurer: Mary-Ann Mould

As stated above in Project/Activity Details

What services or  
Activities will the  
Recipient of funding  
provide to Snowy Monaro  
Regional Community?

What services or  
Activities will the  
Recipient of funding  
provide to Snowy Monaro  
Regional Community?

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

\* A copy of the Group /  
Organisation's most  
recent bank statement or  
Treasurers Report, for the  
past Financial Year

YES

* A copy of the Group / Organisation's Public Liability Insurance	Yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	
If your Group is not Incorporated, please supply a letter from your supporting body	

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Mary-Ann Mould
Office Held / Position	Treasurer
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Mary-Ann Mould

Position	Treasurer
Date	27th June 2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



Statement Period  
05 March 2018 - 05 April 2018

**Westpac Community Solutions One**



THE TREASURER  
COOMA & DISTRICT KENNEL CLUB

018

Account Name  
COOMA & DISTRICT KENNEL &  
OBEDIENCE CLUB

Customer ID  
COOMA & DISTRICT  
KENNEL & OB..

BSB Account Number

Opening Balance + \$12,556.42  
Total Credits + \$0.42  
Total Debits - \$10,127.00  
Closing Balance + \$2,429.84

Tax File Number/Australian Business Number Information: Tax File Numbers or Australian Business Numbers are not held and Pay As You Go withholding tax may be deducted from interest.

**TRANSACTIONS**

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
05/03/18	STATEMENT OPENING BALANCE			12,556.42
08/03/18	Withdrawal/Cheque 200974	10,000.00		2,556.42
29/03/18	Interest Paid		0.42	2,556.84
29/03/18	Withdrawal/Cheque 200975	127.00		2,429.84
05/04/18	CLOSING BALANCE			2,429.84

**CONVENIENCE AT YOUR FINGERTIPS**

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more

S011116 / M020552 / 095 / CINCPCPW



## Certificate of Currency

The policy referred to is current as at the date of this certificate and whilst a due date has been indicated it should be noted that the policy may be cancelled in the future. Accordingly reliance should not be placed on the expiry date.

**Insured:** Royal NSW Canine Council T/as Dogs NSW, affiliates and subsidiary companies, organisations and other entities in which the Insured has an interest

**Policy Number:** 10M6718762

**Period of Insurance:** (From) 28/02/2017 at 4:00pm local time at the place of issue  
(To) 28/02/2018 at 4:00pm local time at the place of issue

**Policy Type:** Public and Products Liability

**Limit of Indemnity:**

<b>Public Liability:</b>	\$30,000,000	any one Occurrence
<b>Advertising Injury:</b>	\$30,000,000	any one Occurrence
<b>Products Liability:</b>	\$30,000,000	any one Occurrence and in the aggregate for any one Period of Insurance

**Remarks:** The above is subject always to the terms, conditions, exclusions and endorsements of the Policy.

**Issued by:** Laura Lawrence  
Senior Liability Underwriter - NSW/ ACT

**of CGU Insurance Limited:**

**Dated:** 23/02/2017



BN: 26053335952  
AFS Licence No: 238261  
Email: acchealth@acchealth.com.au  
Website: www.acchealth.com.au  
Freecall: 1800 618 700  
Freefax: 1800 618 755



### CERTIFICATE OF CURRENCY

**Policy Type:** Voluntary Workers  
**Policy Number:** 0509571  
**Insured:** Royal NSW Canine Council t/as Dogs NSW  
**Insured Persons:** Up to 50 Voluntary Workers, Management Committee and Judges of the Insured  
**Period of Insurance:** From: 28/02/2017 at 4:00 pm  
To: 28/02/2018 at 3:59 pm (local standard time)  
**Arrangement Date:** 28/02/2017  
**Broker:** SHC Insurance Brokers Pty Ltd  
**Policy Wording:** VWGPAPDS/WRD01/14ST  
**Scope of Cover:** The coverage afforded by this policy shall only apply whilst an Insured Person is engaged in voluntary work authorised by and under the control of the Insured including direct uninterrupted travel to and from such voluntary work.  
**Territorial Limits:** Australia Wide

Melbourne  
Suite 1507, Exchange Tower  
530 Lt Collins Street  
Melbourne AUSTRALIA 3000  
T: 1800 618 700  
F: 1800 618 755

Perth  
Level 8  
189 St Georges Terrace  
Perth AUSTRALIA 6000  
T: 1800 618 700  
F: 1800 618 755

Sydney  
Level 4, 33 York Street  
GPO Box 4213, SYDNEY NSW 2001  
Sydney AUSTRALIA 2000  
T: 1800 618 700  
F: 1800 618 755

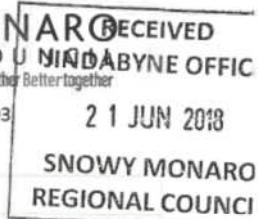
Brisbane  
Level 24  
300 Queen Street  
Brisbane AUSTRALIA 4000  
T: 1800 618 700  
F: 1800 618 755

## Application for Financial Donations and Sponsorships



**SNOWY MONARO**  
REGIONAL COUNCIL  
Stronger together Better together

In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993



### Applicants Details

Name of Organisation	JENNIFER COLIN SCHOOL OF DANCE
Contact Person	JENNIFER COLIN
Address / Location	[REDACTED]
Phone Number	[REDACTED]
E-Mail Address	[REDACTED]
ABN (If Applicable)	<del>2005</del> 1429 450 3295
Date of Establishment (If Applicable)	2007
Is your Organisation Registered for GST? (If Applicable)	N/A

### Project / Activity Details

Name of Project / Activity	DANCE SCHOOL
Cash Amount \$	
In Kind Support: (You will be required to submit copies of quotes from Council in your application)	
Amount of Funding Requested	<input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection). <input type="checkbox"/> Mowing / Gardening <input type="checkbox"/> Road Closures (Includes Staff time) <input checked="" type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred) <input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.) Other – Please outline _____

Briefly describe the Project / Activity	ANNUAL DANCE CONCERT
---	----------------------

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	REHEARSAL TIMES AND CONCERT DAY
Total Cost of the Project or Activity	WITH PROPS, COSTUMES, LIGHTS, SOUND, HIRE ETC \$12,000
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	N/A
Details of other financial assistance sought or obtained	N/A PARENTS PAY 50% of COSTUMES

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	THIS IS THE ONLY DANCE CONCERT IN JINDABYNE CATERING FOR 150 LOCAL KIDS
What is the expected amount of resident participation?	500 PLUS FROM JINDABYNE + SURROUNDS
What other Local Community Groups is involved in this Project / Activity?	USUALLY SCOUTS OR ANOTHER CLUB ARE INVITED TO DO A FUNDRAISING CANTEEN  ALSO JCS STUDENTS GAIN HRS FOR HSC PERFORMANCE BY OPERATING LIGHTS + SOUND

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	I HAVE BEEN RUNNING THE CONCERT AT JINDABYNE MEMORIAL HALL FOR OVER 15 YEARS
How will Council funding be acknowledged? E.g. Logo or signage (Council Funding must be acknowledged in your Project or Activity)	IN OUR PROGRAM (LOGO) + SPEECHS TO AN AUDIENCE OF 500 LOCALS.
Please provide details of Office Bearers or other Involved Parties	? N/A
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	DANCE! I OFFER MY SERVICES FOC TO LOCAL SCHOOLS AND THE COUNCIL OUT + ABOUT RESPITE PROGRAM
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	I PERFORM AT LOCAL EVENTS FOC AS WELL AS FUNDRAISERS. EG. DALGETY WOMENS DAY THE AUTUMN LEAVES GROUP
<b>Application Checklist</b> If the following documents are not attached with the application, this may result in the application not being considered. Attached? (Please mark YES or No)	
A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	THIS IS MY PRIVATE ACCOUNT

A copy of the Group / Organisation's Public Liability Insurance	✓
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	COUNCIL - ASKING FOR DISCOUNT OR WAIVER OF HALL FEES. AS NOT TILL DEC - NO IDEA OF PROP QUOTES ETC YET.
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	
If your Group is not incorporated, please supply a letter from your supporting body	

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	JENNIFER COLIN
Office Held / Position	OWNER
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	JENNIFER COLIN

Position	OWNER
Date	21st JUNE 2018

<b>Submitting your Application</b>	
<p><b>Email:</b> After completing your form, save to your computer and email to <a href="mailto:council@snowymonaro.nsw.gov.au">council@snowymonaro.nsw.gov.au</a></p>	
<p><b>Deliver to:</b> Any of the following Customer Service Locations:</p>	
<p><b>Cooma:</b> 81 Commissioner Street Cooma NSW 2630</p>	<p><b>Bombala:</b> 71 Caveat Street Bombala NSW 2632</p>
<p><b>Berridale:</b> 2 Myack Street Berridale NSW 2628</p>	<p><b>Jindabyne:</b> Shop 2, Razorback Plaza Gippsland Street, Jindabyne NSW 2627</p>
<p><b>Contact:</b> (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.</p>	

<b>FOR OFFICE USE ONLY</b>		
Date Application received:		
Which function of Council is exercised by this Donation / Sponsorship?		
<b>TICK</b>	<b>Department / Area for Costing</b>	<b>Amounts Charged</b>
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	
Is Public notice required?		
Date and method of Public notice:		





CERTIFICATE No. DS09100881

## Certificate of Insurance Currency

### Sportscover Australia Pty Ltd

This certificate confirms that the under-mentioned policy is effective in accordance with the details shown:

**Name of Insured:** JENNIFER COLIN SCHOOL OF DANCE JINDABYNE

**Cover:** DANCESURANCE GROUP LIABILITY SCHEME  
Public Liability: \$10,000,000 any one occurrence  
Products Liability: \$10,000,000 any one occurrence and in the aggregate  
Professional Indemnity: \$10,000,000 any one claim and in the aggregate

**Situation of Risk:** Anywhere in the World

**The Business:** Dance & Performing Arts, and Similar and/or Associated Activities including, but not limited to tuition, education, performances, demonstrations, administration, modelling, cheerleading, theatre, movement activities (including but not limited to zumba, yoga, pilates, pole, tai chi and similar activities), entertainers, comperes / MC's in a Dance & Performing Arts environment, DJ's and social bands, singers/choirs and musicians. Furthermore the Business includes responsibilities as landlords, tenants, property owners, organizers of social and fund raising activities.

Subject to at all times the terms, conditions and exclusions of the Policy Wording.

**Excess:** Nil

**Period of Insurance:** 1/06/2018 to 1/06/2019

**Underwriter:** Underwritten by Certain Underwriter's At Lloyd's

**Policy Number:** PMEL99/0090881

**Manager:**



**Date:** 5 June 2018

If you have any queries relating to this certificate please contact **DanceSurance International**

Phone: 1300 55 22 05 Mobile: 0433 002 123  
Email: [info@dancesurance.com](mailto:info@dancesurance.com) [www.DanceSurance.com](http://www.DanceSurance.com)

## Application for Financial Donations and Sponsorships



SNOWY MONARO  
REGIONAL COUNCIL  
Stronger together Better together

In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation Rosie O'Sullivan School of Dance  
Contact Person Rosie O'Sullivan  
Address / Location  
Phone Number  
E-Mail Address  
ABN (If Applicable) 969 046 62947  
Date of Establishment  
(If Applicable) 2000  
Is your Organisation  
Registered for GST? Yes  
(If Applicable)

### Project / Activity Details

Name of Project / Activity Rosie O'Sullivan School of Dance annual end  
of year production.  
Cash Amount \$ 1900.00

#### In Kind Support:

(You will be required to submit copies of quotes from Council in your application)

Amount of Funding  
Requested

- ☐ Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
- ☐ Mowing / Gardening
- ☐ Road Closures (Includes Staff time)
- ☒ <sup>Part</sup> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage in incurred)
- ☐ Promotion via Print Media (Council Website Advertisement etc.)

Other – Please outline \_\_\_\_\_

Briefly describe the Project / Activity

A dance production including lighting, props and scenery which is a presentation of student's talent.

**Project / Activity Financial Details**

Financial Details of the Project or Activity for which assistance is sought

A continuation of the funding agreement for the hire of the Berridale Community Hall already in place.

Total Cost of the Project or Activity

The cost to hire the hall for full period is approximately \$2000.00. However, with the the agreement Council only charges for the days the hall is being used. Approx. \$600

Details of other funding received from Snowy Monaro Regional Council (If Applicable)

Nil

Details of other financial assistance sought or obtained

Nil

**Project / Activity Details**

How will your Project / Activity benefit the Snowy Monaro Regional Community?

The event provides three evenings of entertainment to a wide cross section of the community as well as many patrons from outside the region. It also provides local students with performance opportunities which is important for their development and self-confidence

What is the expected amount of resident participation?

Over 100 local students participate in the event. Their extended family and friends attend and lend support.

What other Local Community Groups is involved in this Project / Activity?

None.

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.

The event has been running successfully for the last 15 years. It also brings many visitors into the town of Berridale who in turn patronise local businesses.

How will Council funding be acknowledged?

E.g. Logo or signage

(Council Funding must be acknowledged in your Project or Activity)

Sponsorship and support from Snowy Monaro Regional Council will be acknowledged on all posters, newspaper ads and radio advertising prior to the event. Council's logo will also appear on the programs which are handed out to all patrons who attend the event.

Please provide details of Office Bearers or other Involved Parties

N/A.

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

Having had the benefit of the reduced hall hire has enabled me to make and fund considerable improvements to the stage area in the Berridale Community Hall. These improvements in turn benefit other hall users eg. Berridale Public School

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?

Please refer to attachment - List of Improvements to Berridale Community Hall

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year

NO

A copy of the Group /  
Organisation's Public  
Liability Insurance

YES

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

N/A.

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

ABN - 96904662947

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

**Authorization of Applicant**

If the following is not completed, this may result in the application not being considered.

Name

Rosie O'Sullivan

Office Held / Position

owner/principal

E-Mail Address

Postal Address

Phone Number/s

**Declaration and Signature of Applicant**

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

Name

Rosie O'Sullivan

Position	owner/principal
Date	15-06-2018

**Submitting your Application**

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

**FOR OFFICE USE ONLY**

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



Quote .



6 June 2018

Our Ref: N Cross  
Phone: 1300 345 345  
ECM Ref: 3054532

Rosie O'Sullivan  
Rosie O'Sullivan's Dance School  
Rosieo5678@gmail.com

**Regarding: Berridale Community Hall Booking – 7 to 17 December 2018**

Dear Rosie

Thank you for your booking for the Berridale Community Hall.

As you will see from the Rules received with your booking form, Snowy Monaro Regional Council require separate payments for bonds; payable when the keys are collected. These are: Refundable **\$50.00** Key Deposit; and a refundable **\$200.00** Facility Hire Bond. The key deposit and Facility Hire Bond will be returned to you when the keys are returned and the facility inspected by Council.

Total cost for the use of the facilities will be as follows:

Date(s)	Area	Time(s)	Hours	Total
Saturday 9 December	Whole Facility	Set Up		\$310.00
Sunday 10 December	Whole Facility	Dress Rehearsal		\$310.00
Monday 11 December	Main Hall Only			\$155.00
Tuesday 12 December	Main Hall Only			\$155.00
Wednesday 13 December	Whole Facility	Dress Rehearsal		\$23.00
Thursday 14 December	Main Hall Only			\$155.00
Friday 15 December	Whole Facility	Performance		\$310.00
Saturday 16 December	Whole Facility	Performance		\$310.00
Sunday 17 December	Whole Facility	Performance		\$310.00
<b>TOTAL PAYABLE</b>				<b>\$2038.00</b>

**Payment is required at time of booking.**

If you require any further assistance, please contact the Customer Service officer at the Berridale Branch on 02 6451 1195 – between 8:30am to 4:30pm.

Yours Faithfully

**Naomi Cross**  
Customer Service Officer

<b>HEAD OFFICE</b>	<b>Cooma:</b>	81 Commissioner Street COOMA NSW 2630	P 02 6455 1777
<b>BRANCH OFFICES</b>	<b>Berridale:</b>	2 Myack Street BERRIDALE NSW 2628	P 02 6451 1195
	<b>Bombala:</b>	71 Caveat Street BOMBALA NSW 2632	P 02 6458 3555
	<b>Jindabyne:</b>	Shop 2 Razorback Plaza Gippsland Street JINDABYNE NSW 2627	P 02 6451 1550
<b>MAILING ADDRESS</b>	PO Box 714, COOMA NSW 2630		<a href="http://www.snowymonaro.nsw.gov.au">www.snowymonaro.nsw.gov.au</a>

List of Improvements to Berridale Community Hall – Stage Area

1. The addition of timber flats to both sides of the stage creating four wings.
2. Erected 8m timber platform behind the stage to store props and help with scene changes.
3. Replaced timber panels for stage backdrop and repainted.
4. Added curtain at the back of the stage.
5. Purchased and erected a full lighting rig including lighting bars, lights, cabling and dimmer rack.
6. Laid carpet throughout dressing rooms and behind the stage.
7. Purchased mirrors and hanging racks for dressing rooms.

## AON Certificate of Currency

Ref. AON RAE R1958 A570431/006

For client enquiries see broker details below

Ms R O'Sullivan  
Rosie O'Sullivan School of Dance  
22 Mary Street  
BERRIDALE NSW 2628

This certificate is a summary of cover only. Please refer to the Policy Wording and Schedule for its full terms and conditions.

### Insurance Information as at 6 June 2018

Class of Insurance:	Ausdance Liability
Insurer (Lead):	Chubb Insurance Limited ABN: 23 001 642 020
Policy Number:	02 CL013242
Insured:	Rosie O'Sullivan School of Dance
Interest Insured:	Legal liability to third parties as a dance studio including associated activities of the business
Situation of Risk:	Worldwide excluding USA and Canada
Period:	11th June 2018 to 11th June 2019
Sums Insured:	
Public Liability:	\$ 5,000,000
Products Liability:	\$ 5,000,000
Professional Indemnity:	\$10,000,000 any one claim and in the aggregate per principal/teacher during the period of insurance
Molestation Endorsement:	\$ 500,000 any one period of insurance and \$ 500,000 in the aggregate for civil defence costs only

### Further Information

Should you have any questions pertaining to the Insured's cover we encourage you to contact the account executive who placed the cover direct. Their contact details appear below.

Entertainment Team  
Phone: 1800 806 584  
Email Address: ausdance@aon.com

Aon Risk Solutions  
Aon Risk Services Australia Limited ABN 17 000 434 720 | AFSL No 241141

### Important notes

- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time, in accordance with the terms of the Policy and the Insurance Contracts Act 1984 (Cth).
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of such alteration to or cancellation of the Policy.
- This Certificate does not:
  - represent an insurance contract or confer rights to the recipient; or
  - amend, extend or alter the Policy.

## Application for Financial Donations and Sponsorships



**SNOWY MONARO  
REGIONAL COUNCIL**  
*Stronger together Better together*

In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation	Monaro Dance Centre PTY LTD
Contact Person	Alana Brown
Address / Location	[REDACTED]
Phone Number	[REDACTED]
E-Mail Address	[REDACTED]
ABN (If Applicable)	19-117-540-128
Date of Establishment (If Applicable)	January 1994
Is your Organisation Registered for GST? (If Applicable)	Yes



### Project / Activity Details

Name of Project / Activity	Sponsorship of entry fees and costume costs for Kids Artistic Revue (K.A.R)
	Cash Amount \$2841
Amount of Funding Requested	<p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).</li> <li><input type="checkbox"/> Mowing / Gardening</li> <li><input type="checkbox"/> Road Closures (Includes Staff time)</li> <li><input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage incurred)</li> <li><input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)</li> </ul> <p>Other – Please outline <u>cashdonation</u></p>

Briefly describe the Project / Activity

Showgroup compete in a state level dance competition held in Canberra during October. Competitions at this calibre help our dedicated and passionate students to grow and pursue excellence in their chosen sport of dance. It provides opportunities for children from the Snowy Monaro region to perform on a world stage where they can receive recognition and valued feedback from professionals in the industry.

**Project / Activity Financial Details**

Financial Details of the Project or Activity for which assistance is sought

Troupe entry fees:\$2842

Total Cost of the Project or Activity

\$2841

Details of other funding received from Snowy Monaro Regional Council (If Applicable)

N/A

Details of other financial assistance sought or obtained following

Financial assistance is sought from parents of our dancers, who fundraise through providing canteens at our concerts

**Project / Activity Details**

How will your Project / Activity benefit the Snowy Monaro Regional Community?

Having Monaro Dance Centre Showgroup compete at K.A.R benefits the Snowy Monaro Regional Community by providing youth with an amazing opportunity to follow their dreams, showcase their talents, be visible on a national stage and most important be part of a team. Having Young people understand that living in a rural community is not a barrier to achieve their dreams is important so that our youth choose to stay in the region. The group of dancers are highly regarded in the local world, and extremely visible on social media.  
Our Showgroup family along with Monaro Dance Centre's director Kayla Bogatek put together a fundraiser to raise money for the victims that were effected by the Tathra bush fires in March 2018. The night of entertainment held at Cooma Little Theatre on March the 24th raised over \$4500.00.

What is the expected amount of resident participation?

Student participants:  
20  
Teachers:  
3  
Family supporters:  
Approx 30-35

N/A

What other Local Community Groups is involved in this Project / Activity?

Outline your  
Organisation's capacity to

deliver the Project /  
Activity, or, describe  
previous experiences.

The director of Monaro Dance Centre, Kayla Bogatek lodges registrations on behalf of the Showgroup. She has a vast experience in this field and always submits entry fees and registrations on time and in accordance with competition guidelines.

Showgroup is run by a small group of volunteers and parents. It has its own separate cheque account so all funds are kept separate from the Monaro Dance Centre business account.

Showgroup Achievements January-July 2018  
Successfully auditioned to performed at the Royal Easter Show on the 1st April  
Performed at a Canberra Raiders home game on Saturday 5th May  
Invited to perform at the Royal Academy of Dance Gala Night held at Canberra Theatre  
Competed at the Rainbow Dance Competition in June and received the overall top award, The Studio of Excellence Award.

How will Council funding  
be acknowledged?

E.g. Logo or signage

(Council Funding must be  
acknowledged in your  
Project or Activity)

Please provide details of  
Office Bearers or other  
Involved Parties

Council logo as "proudly sponsored by" on all media coverage of the Showgroup's participation in K.A.R.

Opportunity for Council representative to be photographed with the students and for Council to use the photograph for Council marketing and advertising. The group would also like to be involved in any future local performances where they could showcase their award winning routines.

N/A

What services or  
Activities will the  
Recipient of funding  
provide to Snowy  
Monaro Regional

Showgroup has always given back to the community where possible.

The group has been invited over the years to perform at the annual Relay for Life ceremonies as well as our local Australia Day celebrations. The students have also participated in performances at the Cooma Show and perform every year at the Legacy christmas lunch held at The Cooma Ex Services Club.

Monaro Dance Centre also likes to support charities such as Motor Neurone Disease Australia where the studio's director, Kayla Bogatek and the Showgroup families raised over \$10,000 in 2016. And more recently raised over \$4000 for the Tathra victims when the Group held a night of entertainment at Cooma Little Theatre. Showgroup will continue to support and play a key role in our community.

See Above

What services or  
Activities will the  
Recipient of funding  
provide to Snowy  
Monaro Regional

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

Treasurers report

A copy of the Group /  
Organisation's most  
recent bank statement or  
Treasurers Report, for the  
past Financial Year



A copy of the Group /  
Organisation's Public  
Liability Insurance

Yes

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

Yes

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

ABN

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

**Authorization of Applicant**

**If the following is not completed, this may result in the application not being considered.**

Name Alana Brown

Office Held / Position Treasure

E-Mail Address

Postal Address

Phone Number/s

**Declaration and Signature of Applicant**

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

Name

Alana Brown

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Position	Treasurer.
Date	28.06.2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

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Cooma NSW 2630

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Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:

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Monaro Dance Centre  
18 Bradley Street  
Cooma NSW 2630  
27<sup>th</sup>, June 2018

To whom it may concern,

Monaro Dance Centre acts as the supporting body for the Showgroup troupe. Funds for this group are generated for this group through parents, tuition fees, fundraising and donations.

Monaro Dance Centre as a business throughout the years have supported Showgroup when cash flow between fundraising and fee collection are limited.

Showgroup has been a vital part of Monaro Dance Centre since 1996. This is a group made up of local children wanting to thrive in the performing arts industry with some even continuing throughout their adult lives. As the artistic director of Monaro Dance Centre I take great pride in nurturing these students and will continue to in the future

Regards,

Kayla Bogatek  
Director  
Monaro Dance Centre

 CERTIFICATE No. DS09102706

### Certificate of Insurance Currency

**Sportscover Australia Pty Ltd**

This certificate confirms that the under-mentioned policy is effective in accordance with the details shown:

**Name of Insured:** MONARO DANCE CENTRE PTY LTD

**Cover:** DANCESURANCE GROUP LIABILITY SCHEME  
Public Liability: \$10,000,000 any one occurrence  
Products Liability: \$10,000,000 any one occurrence and in the aggregate  
Professional Indemnity: \$10,000,000 any one claim and in the aggregate

**Situation of Risk:** Anywhere in the World

**The Business:** Dance & Performing Arts, and Similar and/or Associated Activities including, but not limited to tuition, education, performances, demonstrations, administration, modelling, cheerleading, theatre, movement activities (including but not limited to zumba, yoga, pilates, pole, tai chi and similar activities), entertainers, compères / MC's in a Dance & Performing Arts environment, DJ's and social bands, singers/choirs and musicians. Furthermore the Business includes responsibilities as landlords, tenants, property owners, organizers of social and fund raising activities.

Subject to at all times the terms, conditions and exclusions of the Policy Wording.

**Excess:** Nil

**Period of Insurance:** 1/12/2017 to 1/12/2018

**Underwriter:** Underwritten by Certain Underwriter's At Lloyd's

**Policy Number:** PMEL99/0102706

**Manager:**  **Date:** 8 November 2017

If you have any queries relating to this certificate please contact **DanceSurance International**  
Phone: 1300 55 22 05 Mobile: 0433 002 123  
Email: [info@dancesurance.com](mailto:info@dancesurance.com) [www.DanceSurance.com](http://www.DanceSurance.com)

Sportscover Australia Pty Ltd ABN 62 006 437 903 A 026 43 006 437 903  
REGISTERED

## Monaro Dance Centre Showgroup

0423303180 or (02)6452 7600

[enquiries@monarodancecentre.com.au](mailto:enquiries@monarodancecentre.com.au)

Showgroup Account      BSB:    032-720  
Account: 162434



Opening Bank Balance as at 1st July 2017: \$3,106.07

		Income	Expenses
Income Received:	Clubs NSW Grant	725.00	
	Student Costume Fees	2,220.00	
	Canteen Profit (Cooma, Bombala, KAR)	4,620.00	
	Canteen Profit (Cooma)	1,423.75	
	Interest	2.26	8,991.01
Expenses Paid:	Insurance		277.70
	Canteen Supplies		37.20
	Dance Costumes		3,632.96
	Rainbow Eisteddfod Entry Fees		2,250.00
	View Eisteddfod Entry Fees		1,400.00
	Follow Your Dreams Eisteddfod Fees		930.00
			8,527.86

Closing Bank Balance as at 21 June 2018: \$3,569.22

Outstanidng Income:	Student Costume Fees	2,000.00	2,000.00
Expenses to be paid:	Dance Costumes	3,418.62	
	KAR Eisteddfod Entry Fees	2,841.00	6,259.62

Adjusted Balance -\$690.40



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**DIRECTOR: KAYLA ROSS**  
MONARO DANCE CENTRE  
PO Box 1383  
Cooma, New South Wales 2630

JUNE 27, 2018  
**INVOICE**

Event Location: Erindale Theater

Event City: Canberra

Event Date: 19/10/2018

**PERFORMANCE DETAILS:**

<b>"9 Crimes" Elite Stars Solo Contemporary 14</b>		Entry Fee	+ \$85.00
Tayla Robinson		Performance Total	= \$85.00
		Amount Paid	- \$0.00
<b>"99 Red Balloons" Rising Stars Solo Lyrical 11</b>		Entry Fee	+ \$85.00
Georgia Rumball		Performance Total	= \$85.00
		Amount Paid	- \$0.00
<b>"Annabelle Tap" Rising Stars Solo Tap 15 - 16</b>		Entry Fee	+ \$85.00
Annabelle Redmond		Performance Total	= \$85.00
		Amount Paid	- \$0.00
<b>"Arabian Nights" Rising Stars Large Group Musical Theatre 13</b>			
Tiame Brown - \$16.00	Ava Lawley - \$16.00	Entry Fee	+ 19 x \$16.00
Eva Burke - \$16.00	Chelsea Lunt - \$16.00		
Zoe Crawford - \$16.00	Madison Mellis - \$16.00		
Ella Davis - \$16.00	Grace Pendergast - \$16.00	Performance Total	= \$304.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00		
Alanah Hain - \$16.00	Tia Quodling - \$16.00		
Mia Hain - \$16.00	Annabelle Redmond - \$16.00	Amount Paid	- \$0.00
Deana Hedger - \$16.00	Tayla Robinson - \$16.00		
Brady Jones - \$16.00	Georgia Rumball - \$16.00		
Mistin Kidman - \$16.00			
<b>"Bathing Beauty" Rising Stars Large Group Musical Theatre 12</b>			
Eva Burke - \$16.00	Amelia Perri - \$16.00	Entry Fee	+ 10 x \$16.00
Memphis Forrest - \$16.00	Tia Quodling - \$16.00		
Mia Hain - \$16.00	Annabelle Redmond - \$16.00		
Deana Hedger - \$16.00	Tayla Robinson - \$16.00	Performance Total	= \$160.00
Ava Lawley - \$16.00	Georgia Rumball - \$16.00		
<b>"Brady Contemp" Elite Stars Solo Contemporary 15 - 16</b>		Entry Fee	+ \$85.00
Brady Jones		Performance Total	= \$85.00
		Amount Paid	- \$0.00
<b>"Creep" Rising Stars Solo Contemporary 15 - 16</b>		Entry Fee	+ \$85.00
Annabelle Redmond		Performance Total	= \$85.00
		Amount Paid	- \$0.00
<b>"Dance With Somebody" Elite Stars Solo Jazz 14</b>		Entry Fee	+ \$85.00
Tayla Robinson		Performance Total	= \$85.00
		Amount Paid	- \$0.00

**Thank you for your business!**

(02) 8091 6791

[www.dancekar.com.au](http://www.dancekar.com.au)

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**DIRECTOR: KAYLA ROSS**  
MONARO DANCE CENTRE  
PO Box 1383  
Cooma, New South Wales 2630

JUNE 27, 2018  
**INVOICE**

Event Location: Erindale Theater

Event City: Canberra

Event Date: 19/10/2018

**"Dancing On The Ceiling" Rising Stars Large Group Jazz 14**

Tiarne Brown - \$16.00	Brady Jones - \$16.00
Ella Davis - \$16.00	Chelsea Lunt - \$16.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Mia Hain - \$16.00	Tayla Robinson - \$16.00
Deana Hedger - \$16.00	Georgia Rumball - \$16.00

Entry Fee	+ 12 x \$16.00
Performance Total	= \$192.00
Amount Paid	- \$0.00

**"Ending" Rising Stars Small Group Contemporary 14**

Memphis Forrest - \$16.00	Annabelle Redmond - \$16.00
Deana Hedger - \$16.00	Tayla Robinson - \$16.00
Brady Jones - \$16.00	Georgia Rumball - \$16.00
Amelia Perri - \$16.00	

Entry Fee	+ 7 x \$16.00
Performance Total	= \$112.00
Amount Paid	- \$0.00

**"Fireman" Rising Stars Solo Hip Hop/Funk 11**

Eva Burke |

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"Footloose" Rising Stars Solo Jazz 9**

Zoe Crawford |

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"Forrest Gump" Production**

Brendan Bogatek - \$16.00	Brady Jones - \$16.00
Tiarne Brown - \$16.00	Ava Lawley - \$16.00
Eva Burke - \$16.00	Grace Pendergast - \$16.00
Ella Davis - \$16.00	Amelia Perri - \$16.00
Memphis Forrest - \$16.00	Tia Quodling - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Mia Hain - \$16.00	Tayla Robinson - \$16.00
Deana Hedger - \$16.00	Georgia Rumball - \$16.00

Entry Fee	+ 16 x \$16.00
Extra Performance Time Fee	+ \$25.00
Performance Total	= \$281.00
Amount Paid	- \$0.00

**"Heros" Rising Stars Large Group Contemporary 15 - 16**

Tiarne Brown - \$16.00	Chelsea Lunt - \$16.00
Ella Davis - \$16.00	Grace Pendergast - \$16.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Deana Hedger - \$16.00	Tayla Robinson - \$16.00
Brady Jones - \$16.00	

Entry Fee	+ 11 x \$16.00
Performance Total	= \$176.00
Amount Paid	- \$0.00

**"His Daughter" Rising Stars Solo Lyrical 14**

Deana Hedger |

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**Thank you for your business!**

(02) 8091 6791

[www.dancekar.com.au](http://www.dancekar.com.au)

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DIRECTOR: KAYLA ROSS  
MONARO DANCE CENTRE  
PO Box 1383  
Cooma, New South Wales 2630

JUNE 27, 2018  
**INVOICE**

Event Location: Erindale Theater	Event City: Canberra	Event Date: 19/10/2018
<b>"Home Base" Rising Stars Duet/Trio Hip Hop/Funk 10</b>		Entry Fee + \$125.00
Eva Burke   Tia Quodling		Performance Total = \$125.00
		Amount Paid - \$0.00
<b>"I Can Cook Too" Rising Stars Solo Musical Theatre 11</b>		Entry Fee + \$85.00
Georgia Rumball		Performance Total = \$85.00
		Amount Paid - \$0.00
<b>"Junior Jazz" Rising Stars Small Group Jazz 11</b>		
Eva Burke - \$16.00	Ava Lawley - \$16.00	Entry Fee + 9 x \$16.00
Zoe Crawford - \$16.00	Madison Mellis - \$16.00	Performance Total = \$144.00
Mia Hain - \$16.00	Tia Quodling - \$16.00	Amount Paid - \$0.00
Brady Jones - \$16.00	Georgia Rumball - \$16.00	
Mistin Kidman - \$16.00		
<b>"Le Corsaire" Rising Stars Solo Ballet 15 - 16</b>		Entry Fee + \$85.00
Annabelle Redmond		Performance Total = \$85.00
		Amount Paid - \$0.00
<b>"Mack The Knife" Rising Stars Solo Musical Theatre 14</b>		Entry Fee + \$85.00
Amelia Perri		Performance Total = \$85.00
		Amount Paid - \$0.00
<b>"Maddy Ballet" Rising Stars Solo Ballet 10</b>		Entry Fee + \$85.00
Madison Mellis		Performance Total = \$85.00
		Amount Paid - \$0.00
<b>"Madi, Ava, Zoe" Rising Stars Duet/Trio Contemporary 9</b>		Entry Fee + \$125.00
Zoe Crawford	Madison Mellis	Performance Total = \$125.00
Ava Lawley		Amount Paid - \$0.00
<b>"My Immortal" Rising Stars Solo Lyrical 15 - 16</b>		Entry Fee + \$85.00
Annabelle Redmond		Performance Total = \$85.00
		Amount Paid - \$0.00
<b>"My Philosophy" Rising Stars Solo Musical Theatre 15 - 16</b>		Entry Fee + \$85.00
Annabelle Redmond		Performance Total = \$85.00
		Amount Paid - \$0.00
<b>"New Lyrical" Rising Stars Large Group Lyrical 15 - 16</b>		
Tiame Brown - \$16.00	Chelsea Lunt - \$16.00	Entry Fee + 10 x \$16.00
Ella Davis - \$16.00	Grace Pendergast - \$16.00	Performance Total = \$160.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00	Amount Paid - \$0.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00	
Deana Hedger - \$16.00	Tayla Robinson - \$16.00	

**Thank you for your business!**

(02) 8091 6791

www.dancekar.com.au

page 3 of 6



**DIRECTOR: KAYLA ROSS**  
MONARO DANCE CENTRE  
PO Box 1383  
Cooma, New South Wales 2630

JUNE 27, 2018  
**INVOICE**

Event Location: Erindale Theater

Event City: Canberra

Event Date: 19/10/2018

**"On Broadway" Rising Stars Large Group Musical Theatre 14**

Tiame Brown - \$16.00	Brady Jones - \$16.00
Ella Davis - \$16.00	Chelsea Lunt - \$16.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Mia Hain - \$16.00	Tayla Robinson - \$16.00
Deana Hedger - \$16.00	Georgia Rumball - \$16.00

Entry Fee	+ 12 x \$16.00
Performance Total	= \$192.00
Amount Paid	- \$0.00

**"One Jump Ahead" Elite Stars Solo Musical Theatre 15 - 16**

Brady Jones |

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"Proud Mary" Rising Stars Large Group Jazz 15 - 16**

Tiame Brown - \$16.00	Chelsea Lunt - \$16.00
Ella Davis - \$16.00	Grace Pendergast - \$16.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Deana Hedger - \$16.00	Tayla Robinson - \$16.00

Entry Fee	+ 10 x \$16.00
Performance Total	= \$160.00
Amount Paid	- \$0.00

**"Rockin' Robin" Rising Stars Solo Tap 11**

Eva Burke |

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"Route 66" Rising Stars Small Group Jazz 9**

Eva Burke - \$16.00	Madison Mellis - \$16.00
Zoe Crawford - \$16.00	Lirin Nassar - \$16.00
Mistin Kidman - \$16.00	Tia Quodling - \$16.00
Ava Lawley - \$16.00	

Entry Fee	+ 7 x \$16.00
Performance Total	= \$112.00
Amount Paid	- \$0.00

**"Seek" Rising Stars Small Group Contemporary 13**

Memphis Forrest - \$16.00	Annabelle Redmond - \$16.00
Mia Hain - \$16.00	Tayla Robinson - \$16.00
Deana Hedger - \$16.00	Georgia Rumball - \$16.00
Amelia Perri - \$16.00	

Entry Fee	+ 7 x \$16.00
Performance Total	= \$112.00
Amount Paid	- \$0.00

**"Shake Your Tail Feather" Rising Stars Small Group Jazz 12**

Eva Burke - \$16.00	Tia Quodling - \$16.00
Memphis Forrest - \$16.00	Annabelle Redmond - \$16.00
Mia Hain - \$16.00	Tayla Robinson - \$16.00
Deana Hedger - \$16.00	Georgia Rumball - \$16.00
Amelia Perri - \$16.00	

Entry Fee	+ 9 x \$16.00
Performance Total	= \$144.00
Amount Paid	- \$0.00

**"Show Off" Rising Stars Solo Musical Theatre 9**

Ava Lawley |

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**Thank you for your business!**

(02) 8091 6791

[www.dancekar.com.au](http://www.dancekar.com.au)



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DIRECTOR: KAYLA ROSS  
MONARO DANCE CENTRE  
PO Box 1383  
Cooma, New South Wales 2630

JUNE 27, 2018  
**INVOICE**

Event Location: Erindale Theater

Event City: Canberra

Event Date: 19/10/2018

**"Silence" Rising Stars Small Group Contemporary 10**

Eva Burke - \$16.00	Ava Lawley - \$16.00
Zoe Crawford - \$16.00	Madison Mellis - \$16.00
Mia Hain - \$16.00	Tia Quodling - \$16.00
Mistin Kidman - \$16.00	Georgia Rumball - \$16.00

Entry Fee	+ 8 x \$16.00
Performance Total	= \$128.00
Amount Paid	- \$0.00

**"Sing Sing Sing" Elite Stars Solo Tap 15 - 16**

Ella Davis

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"Tayla Lyrical" Elite Stars Solo Lyrical 14**

Tayla Robinson

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"This Bitter Earth" Rising Stars Solo Contemporary 14**

Amelia Perri

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"This Life Tonight" Rising Stars Solo Contemporary 14**

Deana Hedger

Entry Fee	+ \$85.00
Performance Total	= \$85.00
Amount Paid	- \$0.00

**"Uninvited" Rising Stars Duet/Trio Contemporary 13**

Memphis Forrest	Georgia Rumball
Deana Hedger	

Entry Fee	+ \$125.00
Performance Total	= \$125.00
Amount Paid	- \$0.00

**"Wake Me Up" Rising Stars Large Group Jazz 15 - 16**

Tiame Brown - \$16.00	Chelsea Lunt - \$16.00
Ella Davis - \$16.00	Grace Pendergast - \$16.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Deana Hedger - \$16.00	Tayla Robinson - \$16.00
Brady Jones - \$16.00	

Entry Fee	+ 11 x \$16.00
Performance Total	= \$176.00
Amount Paid	- \$0.00

**"Work Song" Rising Stars Large Group Contemporary 15 - 16**

Tiame Brown - \$16.00	Chelsea Lunt - \$16.00
Ella Davis - \$16.00	Grace Pendergast - \$16.00
Memphis Forrest - \$16.00	Amelia Perri - \$16.00
Alanah Hain - \$16.00	Annabelle Redmond - \$16.00
Deana Hedger - \$16.00	Tayla Robinson - \$16.00
Brady Jones - \$16.00	

Entry Fee	+ 11 x \$16.00
Performance Total	= \$176.00
Amount Paid	- \$0.00

**Thank you for your business!**

(02) 8091 6791

[www.dancekar.com.au](http://www.dancekar.com.au)

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DIRECTOR: KAYLA ROSS  
MONARO DANCE CENTRE  
PO Box 1383  
Cooma, New South Wales 2630

JUNE 27, 2018  
**INVOICE**

Event Location: Erindale Theater

Event City: Canberra

Event Date: 19/10/2018


Event Sub Total: \$4,974.00

**GRAND TOTAL: \$4,974.00**

**BALANCE: \$4,974.00**

Shongroup group entries  
Total = \$2841.00

*Thank you for your business!*

 (02) 8091 6791

 [www.dancekar.com.au](http://www.dancekar.com.au)

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## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Cooma North Public School Parents and Citizens (P&C) Association
Contact Person	Alanna Gregory
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	40 859 428 711
Date of Establishment (If Applicable)	N/A
Is your Organisation Registered for GST? (If Applicable)	no

Project / Activity Details	
Name of Project / Activity	End of year school presentation book donation
Amount of Funding Requested	Cash Amount \$ 490.00
	In Kind Support: (You will be required to submit copies of quotes from Council in your application)
	<input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
	<input type="checkbox"/> Mowing / Gardening
	<input type="checkbox"/> Road Closures (Includes Staff time)
	<input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
	<input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)
	Other – Please outline _____



Briefly describe the Project / Activity	Donation of 13 x \$30 book vouchers (one for each class) and 1 x \$100 voucher for the end of year book prizes to recognise school achievement.
---	---

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	13 x \$30 book vouchers (one per class) 1 x \$100 voucher for major prize
Total Cost of the Project or Activity	\$490
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	Nil
Details of other financial assistance sought or obtained	Fundraising via school community. Other local organisations and individuals also donate prizes for the end of year presentation each year.

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	Celebration of achievement of students at the end of the school year. Vouchers will be purchased from local bookshop (Foxtale Books) to ensure funding stays locally.
What is the expected amount of resident participation?	The school has a student base of 320+ students and the end of year presentation day is attended by parents and local community members.
What other Local Community Groups is involved in this Project / Activity?	Other community groups are invited to donate awards and prizes.

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	<p>Vouchers will be purchased locally by the P&amp;C Committee and awarded to students selected by the teching staff. P&amp; C executive members participate in the end of year presentation and the President speaks at the event. in previous years we have donated 1-2 vouchers for the assembly from P&amp;C funds.</p> <p>This year our fundraising efforts have been focussed on the much needed replacement of the ageing school playground and upgrading the sports oval, meaning we have less funds available for other purposes.</p>
--	--

<p>How will Council funding be acknowledged?</p> <p>E.g. Logo or signage</p> <p>(Council Funding must be acknowledged in your Project or Activity)</p>	<p>Council will be acknowledged on a book plate that is provided with the voucher and inserted into the chosen book as an ongoing record of achievement.</p> <p>Council will be invited to the event to present the major award (\$100 voucher)</p>
Please provide details of Office Bearers or other Involved Parties	<p>Alanna Gregory - P&amp;C President</p> <p>Belinda Jamieson - School Principal</p> <p>other members of P&amp;C Executive</p>
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Celebration of school achievements
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	as above

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

#### Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	<p>Attached.</p> <p>Please note that funds currently in the account have been raised to contribute to P&amp;C operations as well as the playground and sports oval upgrades.</p>
---	--

A copy of the Group / Organisation's Public Liability Insurance	Attached Insurance renewal is due on 30 June 2018 - new certificate of currency can be provided once issued.
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Foxtale books Cooma Book Vouchers totalling \$490
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	ABN Register attached
If your Group is not incorporated, please supply a letter from your supporting body	As a school P&C, we are incorporated under the Federation of Parents and Citizens Associations Incorporation Act 1976. We can obtain a certificate from the Federation if required.

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Alanna Gregory
Office Held / Position	President
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature	
Name	Alanna Gregory

Position	President
Date	28/06/2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



## ABN Lookup

### Current details for ABN 40 859 428 711

#### ABN details

Entity name:	COOMA NORTH PRIMARY SCHOOL P & C
ABN status:	Active from 01 Nov 1999
Entity type:	<a href="#">Other Unincorporated Entity</a>
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	NSW 2630

#### Deductible gift recipient status

Not currently entitled to receive tax deductible gifts

ABN last updated: 21 Jul 2015

Record extracted: 27 Jun 2018

#### Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).

Electronic Statement



Westpac Community Solutions One

Statement Period  
03 November 2017 - 04 May 2018

Account Name  
COOMA NORTH PRIMARY SCHOOL  
P&C

Customer ID  
[REDACTED] COOMA NORTH PRIMARY  
SCHOOL P&C

BSB [REDACTED] Account Number [REDACTED]

Opening Balance	+ \$19,984.89
Total Credits	+ \$2,420.86
Total Debits	- \$3,119.06
Closing Balance	+ \$19,286.69

TRANSACTIONS

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
03/11/17	STATEMENT OPENING BALANCE			19,984.89
07/11/17	Deposit Cooma NSW		453.00	20,437.89
13/11/17	Withdrawal Mobile 1357003 Pymt Snowy Moun Bad Moms2 Tkts	781.00		19,656.89
24/11/17	Deposit Online 2271507 Tfr Westpac Community Somovie Night Dep		800.00	20,456.89
24/11/17	Withdrawal Online 3695883 Bpay CBA Travel Xero Accounting	300.00		20,156.89
30/11/17	Interest Paid		1.62	20,158.51
01/12/17	Withdrawal Online 1246200 Pymt Crazy Came Crazy Camel Xmas F	887.60		19,270.91
05/12/17	Withdrawal Online 1156148 Pymt Bcj Meat T Meat for Snowy Rid	88.46		19,182.45
11/12/17	Withdrawal Mobile 1533095 Pymt Crazy Came Crazy Camel Fr	12.00		19,170.45
29/12/17	Interest Paid		1.52	19,171.97
31/01/18	Interest Paid		1.73	19,173.70
07/02/18	Deposit Cooma NSW		363.74	19,537.44
28/02/18	Interest Paid		1.49	19,538.93
14/03/18	Deposit Cooma NSW		283.00	19,821.93
29/03/18	Interest Paid		1.56	19,823.49
29/03/18	Withdrawal Cash Cooma NSW	500.00		19,323.49
04/04/18	Withdrawal Mobile 1290035 Pymt Snowy Moun Snowy Thtrs Wonder	550.00		18,773.49



Electronic Statement



Westpac Community Solutions One

## TRANSACTIONS

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
30/04/18	Interest Paid		1.65	18,775.14
01/05/18	Deposit Cooma NSW		511.55	19,286.69
04/05/18	CLOSING BALANCE			19,286.69

## CONVENIENCE AT YOUR FINGERTIPS

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more.

## MORE INFORMATION

Further information in relation to your account, including details of product benefits and applicable fees and charges, is available on request. That information is also contained in the Product Disclosure Statement (PDS) or other disclosure document for your account. For a copy of that document, or if you have any other enquiries, you can call Telephone Banking on 132 032 from Australia or +61 2 9293 9270 from overseas.

The above Closing Balance amount may not be the same as the balance payable to you on closure of your account (the 'termination value'). Details of the termination value can be obtained by calling Telephone Banking on the numbers quoted above. Further information on how to close accounts, including calculation of the termination value, is contained in the Product Disclosure Statement (PDS) booklet or other disclosure document for your account.

We have an internal process for handling and resolving any problem you may have with, or complaints relating to, your account or this product. Information about this process can be found in the Product Disclosure Statement (PDS) or other disclosure document for your account, or you can contact us on 1300 130 467.

### Westpac Live



Manage your banking  
anytime, anywhere with  
Online Banking

### Telephone Banking



Call us on 132 032  
+61 2 9293 9270 if overseas

### Local Branch



Find branches and ATMs at  
[westpac.com.au/locateus](http://westpac.com.au/locateus)

THANK YOU FOR BANKING WITH WESTPAC



### ***Certificate of Currency***

General Public Liability Insurance

Date: 29 Mar 2018

The policy is current as at the date of Issue. Whilst due date has been indicated it should be noted that this policy may be cancelled in the future. All policies commence on the specified date irrespective of purchase date.

Policy Number: 10M 9907324

Insurer: CGU Insurance

Insured: Cooma North Public School P&C Association

Limit of Liability: 50,000,000.00 any one occurrence

Interested Party: N/A

Wording: As per Federation of Parents and Citizens Associations Group Scheme

Territorial Limit: Anywhere in Australia

Event Title: Stall - Cake stall - Catering at local event

Event Date: 29 & 30 March 2018

Note: P&C Federation wishes you well with your activity

Please note this certificate of currency is issued to the P&C Association, any third party contractors are required to present their Certificate of Currency for public liability insurances to the P&C Association.

Where an event has alcohol service (sold or consumed) the P&C Association must ensure that legislative requirements are complied with.

All enquiries should be directed to Federation of Parents and Citizens Associations of New South Wales (P&C Federation)  
Ph: 1300 885 982 / Fax: 1800 655 866 / Email: [insurance@pandc.org.au](mailto:insurance@pandc.org.au)



## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation	Cooma North Preschool Association Incorporated
Contact Person	Kylie Hain
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	21 801 489 848
Date of Establishment (If Applicable)	1952
Is your Organisation Registered for GST? (If Applicable)	Yes

### Project / Activity Details

Name of Project / Activity	Cooma North Preschool - Community Street Library
Amount of Funding Requested	<p>Cash Amount \$ 645.00</p> <hr/> <p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <p><input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).</p> <p><input type="checkbox"/> Mowing / Gardening</p> <p><input type="checkbox"/> Road Closures (Includes Staff time)</p> <p><input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage incurred)</p> <p><input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)</p> <p>Other – Please outline _____</p>

Briefly describe the Project / Activity	The Cooma North Preschool would like to establish a community street library out the front of our preschool to foster literacy skills and a love of reading for everyone. The library will consist of a weather proof stand, a mounting post and bench seat. The purpose of a street library is for anyone to come borrow, take and recycle books.
---	--

#### Project / Activity Financial Details

Financial Details of the Project or Activity for which assistance is sought	We are seeking a donation of funds to go towards the purchase of the timber street library stand, mounting post and timber outdoor bench seat. Street Library & Mounting Post (inc shipping) - \$507.00 Bench Seat - \$140.00
Total Cost of the Project or Activity	\$645.00
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	N/A
Details of other financial assistance sought or obtained	N/A

#### Project / Activity Details

How will your Project / Activity benefit the Snowy Monaro Regional Community?	Our neighbourhood has a lot of residents including the elderly, who may not have regular access to the town library. We hope that the community library will encourage people to sit, read and chat and get to know one another. It is a busy area at school drop off and pick up times, and we hope to see families using the space to read to their children while waiting for siblings. We also have a strong commitment to sustainable practices, and feel this will encourage the wider community to recycle their unwanted books.
What is the expected amount of resident participation?	Based on our research in other communities Street Librarys have a high usage rate and we feel that our local community of young families and elderly residents will enjoy participating in our project. We will advertise our street library within the wider community and we hope to attract many Cooma residents to feel free to use it.
What other Local Community Groups is involved in this Project / Activity?	We currently have 62 children enroled at Cooma North Preschool and these families and children will help to paint, erect and start the library.



Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	<p>After the initial cost of establishing the Street Libaray, there will be no further financial outlay.</p> <p>The Cooma North Preschool is partly funded by the Department of Education, and are required to acquitt our funding allocation each financial year, this gives us long term experience in handling and aquitting grant fundng.</p> <p>We have also received grant funding for other projects (Bathroom upgrade, flooring, shade and vegetable gardens) which we have successfully completed on time and within budget.</p>
How will Council funding be acknowledged?	If successful we would like to include a plaque at our library acknowledging Snowy Monaro Regional Council sponship of the project.
E.g. Logo or signage	
(Council Funding must be acknowledged in your Project or Activity)	
Please provide details of Office Bearers or other Involved Parties	As an Association Incorporated, the preschool is mangaged by a volunteer managment committee (consisting of parents). Our current President is Pamela Kimber.
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Cooma North Preschool provides quality Early Childhood Education to children from within the Snowy Monaro region. Fostering literacy development and skills is an important part of our cirriculum. We would also like to reach out to our wider community and become more involved with the residents who live around us.
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	See Above

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	Yes
---	-----

A copy of the Group / Organisation's Public Liability Insurance	Yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Yes
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Narelle Avis
Office Held / Position	Director
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Narelle Avis



Position	Director - Cooma North Preschool
Date	28.06.2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:

## Renewal Invitation & Policy Schedule

### Early Learning Business Insurance

POLICY SUMMARY		COVER FOR 3 BROWN CLOSE, COOMA 2630	
<b>Policy Number</b>	P00059313	<b>Business Property</b>	
<b>Policy Type</b>	Early Learning Business Insurance	Buildings Sum Insured	\$439,807
<b>Policy Wording</b>	GLD2585 v07/2018	Basis of Settlement (Buildings)	Reinstatement Plus
<b>Date of Issue</b>	09/05/2018	Business Contents Sum Insured	\$200,709
<b>Period of Cover</b>	13/06/2018 - 13/06/2019 at 4:00pm	Basis of Settlement (Business Contents)	Reinstatement Plus
<b>Insured(s)</b>	Cooma North Pre School Assoc Inc	Business Contents (Specified Items)	NOT TAKEN
<b>Professional Services</b>	Early Learning Centre	Business Stock	NOT TAKEN
<b>Business</b>	Early Learning Centre	Flood Sum Insured for Buildings	\$87,961
<b>Trading Name</b>	Cooma North Pre-School	Flood Sum Insured for Business Contents	\$40,142
<b>Business Premises Address</b>	3 Brown Close, COOMA NSW 2630	<b>Excess</b>	
<b>Interested Parties</b>	Cooma North Pre-School	Basic Excess	\$500
		Cyclone Excess	\$2,000
		Flood Excess	\$500
		Shade Sail Excess	
		Repair Excess (per Sail)	\$250
		Replacement Excess (per Sail)	\$500
		Maximum Excess per Claim	\$2,000
		<b>Business Interruption</b>	
		Loss of Income Sum Insured	\$272,000
		Additional Increased Cost of Working	NOT TAKEN
		Claims Preparation Costs Sum Insured	\$10,000
		Loss of Rent	NOT TAKEN
		Accounts Receivable	NOT TAKEN
		Indemnity Period	12 Months
		Flood Cover	Not Included
		<b>Excess</b>	
		Basic Excess	\$500
		Cyclone Excess	\$2,000
		Flood Excess	\$500
		Shade Sail Excess	
		Repair Excess (per Sail)	\$250
		Replacement Excess (per Sail)	\$500
		Maximum Excess per Claim	\$2,000
		<b>Theft</b>	
		Theft Sum Insured	\$25,000
		Basis of Settlement	Reinstatement
		Theft (Specified Items)	NOT TAKEN
		<b>Excess</b>	
		Basic Excess	\$250
		<b>Money</b>	
		Business Hours (not in Safe or Strongroom) Sum Insured	\$1,000
		Outside Business Hours (not in Safe or Strongroom) Sum Insured	\$750
		Locked in Safe or Strongroom (any time) Sum Insured	\$1,000
		In Transit Sum Insured	\$1,000
		In Private Residence Sum Insured	\$750

<b>Excess</b>		Inquiries and Proceedings sub-limit	\$100,000
Basic Excess	\$250	<b>Excess (Costs Inclusive)</b>	
<b>Machinery and Electronic Equipment Breakdown</b>		Basic Excess	Nil
Unspecified Machinery and Electronic Equipment Limit any one Unit Sum Insured	\$5,000	Claim Preparation Costs Excess	Nil
Maximum Number of Unspecified Units	3	<b>Public and Products Liability</b>	
Machinery and Electronic Equipment Breakdown (Specified Items)	NOT TAKEN	<b>Public Liability</b>	
Deterioration of Business Stock in Cold Storage	NOT TAKEN	Limit of Liability any one Claim	\$20,000,000
Electronic Data Reconstruction Sum Insured	\$2,000	Limit of Liability in the aggregate any one Period of Cover	\$60,000,000
Additional Increased Cost of Working	NOT TAKEN	Type of Cover	Claims Made
<b>Excess</b>		Retroactive Date	13/06/2003
Basic Excess	\$250	Territorial Limitation	Australia Only
<b>Glass</b>		Jurisdiction Limitation	Australia Only
Internal Glass and External Glass	Replacement	Care Custody or Control sub-limit	\$250,000
<b>Excess</b>		<b>Products Liability</b>	
Basic Excess	\$250	Limit of Liability any one Claim	\$20,000,000
<b>General Property</b>	NOT TAKEN	Limit of Liability in the aggregate any one Period of Cover	\$20,000,000
<b>Personal Accident</b>		Type of Cover	Claims Made
Personal Accident Limit of Liability in the aggregate any one Period of Cover	As Per Policy Wording	Retroactive Date	13/06/2003
Children's Accident Protection Limit of Liability	As Per Policy Wording	Territorial Limitation	Australia Only
Maximum Number of Children	60	Jurisdiction Limitation	Australia Only
Voluntary Workers Capital Benefits Sum Insured	\$25,000	<b>Claim Preparation Costs</b>	
Number of Voluntary Workers - Capital Benefits	1	Claim Preparation Costs sub-limit	\$25,000
Voluntary Workers Weekly Benefits Sum Insured	\$250	<b>Excess (Costs Inclusive)</b>	
Number of Voluntary Workers - Weekly Benefits	1	Basic Excess	Nil
Period of Benefit	62 Weeks	Claim Preparation Costs Excess	Nil
Excluded Period	0 Days	<b>Management Liability</b>	
<b>Commercial Motor Vehicle</b>	NOT TAKEN	<b>Directors &amp; Officers</b>	
<b>Employee Dishonesty</b>	NOT TAKEN	Directors and Officers, Corporation Reimbursement, Corporation Liability, Superannuation Trustees Liability	NOT TAKEN
<b>Tax Audit</b>		<b>Employment Practices Liability</b>	
Limit of Liability any one Audit and in the aggregate	\$10,000	Employment Practices Liability sub-limit	\$1,000,000
<b>Excess</b>		Employment Practices Liability Retroactive Date	13/06/2003
Basic Excess	Nil	<b>Employment Practices Liability Excess (Costs Inclusive)</b>	
<b>Professional Indemnity</b>		Basic Excess	Nil
Limit of Liability any one Claim	\$20,000,000		
Limit of Liability in the aggregate any one Period of Cover	\$60,000,000		
Type of Cover	Claims Made		
Retroactive Date	13/06/2003		
Statutory Liability sub-limit	\$100,000		
Claims Preparation Costs Sublimit	\$25,000		
Loss of Documents sub-limit	\$250,000		
Court Attendance Costs sub-limit	\$25,000		
Prior Business	Included		
Territorial Limitation	Australia Only		
Jurisdiction Limitation	Australia Only		





28/06/2018





Cart - Street Library Australia



Select Page



## Cart

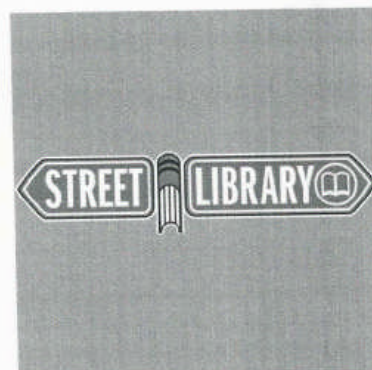
	Product	Price	Quantity	Total
	 <u>The Flat Top</u> Available on backorder	\$329.00	1	\$329.00
	 <u>Mounting Post</u>	\$80.00	1	\$80.00
<input type="text" value="Coupon code"/>		<div>Apply coupon</div>		
<div>Update cart</div>				

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28/06/2018

Cart - Street Library Australia

### Cart totals

Subtotal	\$409.00
Shipping	<input checked="" type="radio"/> Flat Rate: <b>\$98.00</b> <input type="radio"/> Local pickup from Erskineville NSW
Total	<b>\$507.00</b>

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Melville Eucalyptus Outdoor Bench with Side Table Set - \$180.95 (<https://www.luxoliving.com.au/melville-eucalyptus-outdoor-bench-with-side-table-set>)

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Google

**Cooma North Preschool  
Association Incorporated**

3 Brown Close  
Cooma North NSW 2630

Po Box 659  
Cooma NSW 2630  
Ph/fax (02) 6452 1198  
ABN 21 801 489 848

Director: Narelle Avis

**Treasurers Report  
Cooma North Preschool  
Annual General Meeting**

**5th April 2018**

<b>Account Balances as @</b>	<b>5th April 2018</b>	<b>31st Jan 2018</b>
<b>Trading Acc:</b>	\$29,687.00	\$14,055.23
<b>Fundraising Acc:</b>	\$15,558.00	\$14,449.15
<b>Online Saver:</b>	\$927	\$149,281.80
<b>Term Deposit:</b>	\$11,159.31 (withdrawn 23/2) chq in safe	
<b>Building Fund:</b>	\$2693	\$3080

Overall comparison:

	2016	2017
Total income	\$316,681	\$487,429
Gain of	\$170,748	

Expenses	\$53,155	\$76,698
Total expenses	\$316,303	\$412,185

Expense increase of \$23,543

With wages and super increasing by \$102,360.

We increased children resources by \$3774 on 2016.

Insurance went up by \$2019

We spent \$16795 on building r&m compared with \$670. And \$2053 more on ground r&m.

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Nimmitabel Public School
Contact Person	Brad Austin
Address / Location	[REDACTED]
Phone Number	[REDACTED]
E-Mail Address	[REDACTED]
ABN (If Applicable)	40 300 173 822 (New South Wales Department of Education)
Date of Establishment (If Applicable)	
Is your Organisation Registered for GST? (If Applicable)	Yes (New South Wales Department of Education)

Project / Activity Details	
Name of Project / Activity	Pioneers' Memorial Hall Hire (13 Days) - Various Functions
Amount of Funding Requested	Cash Amount \$ _____
	In Kind Support: (You will be required to submit copies of quotes from Council in your application)
	<input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
	<input type="checkbox"/> Mowing / Gardening
	<input type="checkbox"/> Road Closures (Includes Staff time)
	<input checked="" type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
	<input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)
	Other – Please outline _____

6.270

Briefly describe the Project / Activity	Nimmitabel Public School will be staging four functions throughout the six month period from July - December 2018 that requires the use of a facility that is larger than we have access to on the school grounds. As such, we are seeking to have the hire of hall facilities waived for the following events: • Regional Spelling Bee Final - 1 day in September (exact date to be confirmed)
---	--

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	Hall hire (whole hall) 3 days x \$175 per day = \$525 Hall hire (hall only) 10 days x \$88 per day = \$880  Total \$1405
Total Cost of the Project or Activity	
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	N/A
Details of other financial assistance sought or obtained	N/A

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	<ul style="list-style-type: none"> <li>• Spelling Bee - likely to bring visitors to Nimmitabel from the wider Monaro region, as well as the South Coast from Narooma to Eden and students from schools in Queanbeyan and surrounding villages.</li> <li>• School Musical - Providing opportunities for students to participate in the Arts; staging a community production (where we only seek a gold coin donation from attendees).</li> </ul>
What is the expected amount of resident participation?	<ul style="list-style-type: none"> <li>• 100% of students attending Nimmitabel Public School performing in the school musical production.</li> <li>• Up to 60 visiting students from surrounding schools participating in the Spelling Bee.</li> <li>• Up to 200 people attending the School Musical Production.</li> <li>• Up to 50 people attending the Year 6 Farewell Dinner</li> </ul>
What other Local Community Groups is involved in this Project / Activity?	N/A



Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	<ul style="list-style-type: none"> <li>• Nimmitabel Public School has successfully staged and hosted many events of a similar nature over an extended period of time.</li> <li>• These events would all be sanctioned by the school and be delivered according to the Policies of the NSW Department of Education.</li> <li>• A Risk Assessment of each activity would be undertaken prior to commencing the project/event.</li> <li>• The school staff co-ordinating these events have many years experience in staging and producing these events, and have established an effective working relationship and mutual respect for the local committee responsible for overseeing the Pioneers' Memorial Hall.</li> </ul>
--	---

How will Council funding be acknowledged?  E.g. Logo or signage  (Council Funding must be acknowledged in your Project or Activity)	<p>The Council will be publically acknowledged by:</p> <ul style="list-style-type: none"> <li>• Verbal acknowledgement at each event;</li> <li>• Logo opportunities on programs that are published;</li> <li>• Acknowledgement in school newsletters, and articles published in the NimityNews, Monaro Post and/or Bombala Times;</li> <li>• Acknowledgement via articles posted on the school's Facebook Page.</li> </ul>
Please provide details of Office Bearers or other Involved Parties	Brad Austin, relieving Principal
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	<ul style="list-style-type: none"> <li>• An opportunity for residents in aged-care facilities to attend the school musical production (this happened for the first time in 2017 and was well received by the guests in attendance).</li> </ul>
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	Yes
---	-----

A copy of the Group / Organisation's Public Liability Insurance	Yes
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	N/A
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Brad Austin
Office Held / Position	Relieving Principal, Nimmitabel Public School
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct;	
<input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant;	
<input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation;	
<input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;	
<input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Brad Austin

Position	Relieving Principal, Nimmitabel Public School
Date	29 June, 2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:

### Financial information (for schools using both OASIS and SAP/SALM)

#### Financial information

The three financial summary tables cover 13 months (from 1 December 2016 to 31 December 2017).

The financial summary consists of school income broken down by funding source and is derived from the school Annual Financial Statement.

Receipts	\$
<b>Balance brought forward</b>	<b>31,191</b>
Global funds	43,827
Tied funds	7,631
School & community sources	1,887
Interest	258
Trust receipts	695
Canteen	0
<b>Total Receipts</b>	<b>54,297</b>
<b>Payments</b>	
Teaching & learning	
Key Learning Areas	10,943
Excursions	280
Extracurricular dissections	2,047
Library	113
Training & Development	4,302
Tied Funds Payments	7,937
Short Term Relief	2,902
Administration & Office	8,349
Canteen Payments	0
Utilities	2,574
Maintenance	2,466
Trust Payments	705
Capital Programs	0
<b>Total Payments</b>	<b>42,618</b>
<b>Balance carried forward</b>	<b>42,870</b>

Figures presented in this report may be subject to rounding so may not reconcile exactly with the bottom line totals, which are calculated without any rounding.

The information provided in the financial summary includes reporting from 1 January 2017 to 31 December 2017.



AAI Limited trading as GIO ABN 48 005 297 807  
18 Jamison Street Sydney NSW 2000  
GPO Box 2601, Sydney NSW 2001  
Telephone: 02 8121 1183 Fax 02 8121 0690

Saturday, 1 July 2017

Reference: TMF 065 - 1718

Department of Education

#### **CERTIFICATE OF CURRENCY – NSW TREASURY MANAGED FUND**

The NSW Self Insurance Corporation was established by the NSW Self Insurance Corporation Act 2004. The main function of icare is the administration of the Treasury Managed Fund (TMF), which provides cover for all asset and liability exposures (other than compulsory third party insurance) faced by general government sector budget dependent agencies and participating non budget dependent public sector agencies.

This certificate of currency confirms that from 1/07/2017 to 30/06/2018 Department of Education is a member of the TMF which provides broad protection for all assets and liability exposures in accordance with the TMF Statement of Cover. Department of Education, their employees and volunteers, are fully covered for their legal liability to any third party arising out of their operations, worldwide.

Cover includes, but is not limited to:

1. Legal liability inclusive of:
  - a. Public Liability for an amount of \$100 million
  - b. Professional Indemnity for an amount of \$100 million
  - c. Directors & Officers for an amount of \$100 million, and
  - d. Product Liability for an amount of \$100 million.Identifier No: MF100001  
Inception Date: 1/07/1989
2. Comprehensive Motor Vehicle coverage in respect of vehicles owned or leased by Department of Education  
Identifier No: MF100660  
Inception Date: 1/07/1989
3. Property coverage (including plate glass) on a full replacement (new for old) basis, including consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of Department of Education  
Identifier No: MF100661  
Inception Date: 1/07/1989

icare™ is the brand of Insurance & Care NSW and provides services to the NSW Self Insurance Corporation, which operates the Treasury Managed Fund (TMF) scheme. GIO is an agent for icare™ tmf.



4. Personal Accident coverage for Voluntary Workers whilst actively engaged in voluntary work for Department of Education. Cover is also provided for Department of Education students while engaged in approved educational work experience programmes. Coverage is provided in accordance with and equivalent to the benefits payable under the NSW Workers Compensation Legislation, as amended.

Identifier No: MF100003

Inception Date: 1/07/1989

**NOTE:** GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

A grey rectangular box redacting the signature of the Client Services Manager.

Client Services Manager

**NSW TREASURY MANAGED FUND**

Phone No: (02) 8121 3683

Email: frank.farhart@suncorp.com.au



## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Jindabyne Central School P&C Association
Contact Person	Claire Hanley
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	43 889 044 344
Date of Establishment (If Applicable)	1 Nov 1999
Is your Organisation Registered for GST? (If Applicable)	No

Project / Activity Details	
Name of Project / Activity	Water bottle filling stations
	Cash Amount \$ 5,225.00
Amount of Funding Requested	<p>In Kind Support: (You will be required to submit copies of quotes from Council in your application)</p> <p><input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).</p> <p><input type="checkbox"/> Mowing / Gardening</p> <p><input type="checkbox"/> Road Closures (Includes Staff time)</p> <p><input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)</p> <p><input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)</p> <p>Other – Please outline _____</p>

Briefly describe the Project / Activity	Purchase of 2 water bottle refill stations: 1 - located in senior school 2 - DDA compliant located in primary school
---	--

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	Cost of two water refill stations - \$5225
Total Cost of the Project or Activity	\$5600.00
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	N/A
Details of other financial assistance sought or obtained	Installation of water refill station by licensed plumber to be funded by JCS P&C Assoc - \$375

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	Jindabyne Central School actively promotes both a healthy lifestyle and environmental awareness. The school currently has traditional drinking bubblers, but does not have any water bottle refill facilities. The installation of 1 Aquabubbler water bottle refill station and 1 Aquabubbler Universal Access bubbler and bottle refill station will: 1) Reduce consumption of single use plastics (ie bottled water) 2) Reduce waste associated with bottled water
What is the expected amount of resident participation?	Jindabyne Central School has 842 permanent students increasing to around 900 during Term 3 for winter. In addition to regular students, visitors to the school include: - Local residents and community members using the school grounds informally (eg basket ball courts and playing field)
What other Local Community Groups is involved in this Project / Activity?	None

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	The school's Principal and General Assistant are fully supportive of the installation and have identified several suitable locations for the water refill stations to be located. They only require mains water to be attached by a licensed plumber. Felix Bachmann (JCS Principal ) was responsible for the supply of filtered drinking water (required due to poor water quality) whilst Principal of Norfolk Island Central School, and has had experience with the installation and on-going maintenance of bottle filling stations.
--	---

How will Council funding be acknowledged?  E.g. Logo or signage  (Council Funding must be acknowledged in your Project or Activity)	Council's logo will be displayed on the side of the refill station with acknowledgment of the funding. Council will also be acknowledged in the JCS Newsletter, website and Facebook page, and on the P&C Association Facebook page.
Please provide details of Office Bearers or other Involved Parties	Felix Bachmann - Principal - FELIX.BACHMANN@det.nsw.edu.au Lee Clark - President JCS P&C - lee@leeclark.com.au
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Any visitors to the school will be encouraged to bring their own water bottle and use the bottle refill stations. This shows an active commitment to the environment by helping to reduce single use plastic bottles thereby reducing waste within the community.
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	See above

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	Yes
---	-----

A copy of the Group / Organisation's Public Liability Insurance	The one I have is out of date - will email the current PL Insurance on Monday 2 July.
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Aquabubbler
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	n/a
If your Group is not incorporated, please supply a letter from your supporting body	n/a

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Claire Hanley
Office Held / Position	P&C - Grants Coordinator
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature	Claire Hanley	Digitally signed by Claire Hanley Date: 2018.06.30 16:29:07 +10'00'
Name	Claire Hanley	

Position	JCS P&C Association - Grants Coordinator
Date	30 June 2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



## Quote: Y1290618

date  
29 Jun 2018

Waterford Trading Australia Pty Ltd trading  
as aquaBUBBLER

sent to  
Jindabyne Central School  
Claire Hanley

valid until  
29 Dec 2018

Comment: Colour - TBA

BSB: 036-306 A/C: 253 398  
Swift Code: WP ACAU2S

item	quantity	rate	total
<b>ABS1415</b> Water Refill Station / with two media / two side taps / 1500mm height (non-chilled)	1	\$2,175.00	\$2,175.00
<b>ABUA137</b> Universal Access aquaBUBBLER with water bottle refill station + multi pod /non-chilled / 770mm (Can be DDA Compliant)	1	\$2,475.00	\$2,475.00
<b>Freight</b>	1	\$100.00	\$100.00



**Terms:**  
Standard Production and delivery time is dependent on the requirements of Product Confirmation Form (PCF)  
Quote is valid for 30 days from date of quote, unless other wise stated.  
Payments terms are Cash On Delivery unless you have an arranged account with us.  
Any variations to the in-mould graphic may incur additional charges.  
Delivery is 2 weeks from confirmation of order.  
All installations must be in accordance with AS/NZA 3500.  
If the unit is to be installed in an area prone to freezing, an Anti Freeze Valve is required which will incur an additional cost.

*Waterford*  
*Trading*  
Australia Pty Ltd

ABN: 38 118 010 370  
P: 03 9415 6676  
F: 03 9415 6672  
E: orders@aquabubbler.com.au

Subtotal	\$4,750.00
GST	\$475.00
<b>TOTAL</b>	<b>\$5,225.00</b>



# Jindabyne P & C Association Inc.

Financial Reports

For the year ended

31 December 2017

## Profit and Loss

### JINDABYNE CENTRAL SCHOOL PARENTS AND CITIZENS ASSOCIATION INC For the year ended 31 December 2017

	2017	2016
<b>Trading Income</b>		
Canteen Catering	-	2,309.00
Canteen Sales	-	17,988.99
Uniform Shop Sales	92,296.61	79,640.00
Registration fees - Colour Run	2,316.00	-
<b>Total Trading Income</b>	<b>94,612.61</b>	<b>99,937.99</b>
<b>Cost of Sales</b>		
Opening Inventories	38,309.24	26,236.44
Canteen COGS	-	8,536.25
Uniform Shop COGS	70,295.78	90,071.22
Closing Inventories	(60,770.56)	(38,309.24)
<b>Total Cost of Sales</b>	<b>47,834.46</b>	<b>86,534.67</b>
<b>Gross Profit</b>	<b>46,778.15</b>	<b>13,403.32</b>
<b>Other Income</b>		
Fundraising	32,011.65	5,066.90
Interest Income	199.35	354.35
Locker rental	2,130.00	2,135.00
Membership Fees	1,240.00	513.00
Parent and Community Donations	190.00	300.00
<b>Total Other Income</b>	<b>35,771.00</b>	<b>8,369.25</b>
<b>Operating Expenses</b>		
Accounting software subs	700.00	-
Advertising	99.00	-
Association/membership fees	-	494.50
Auditor	675.00	830.00
Bank Fees	1,765.50	728.67
Cleaning supplies	-	116.72
Commission	108.54	112.38
Depreciation	4,050.09	5,070.30
Donations	25,300.00	16,382.19
Entertainment	-	8.20
Freight & Courier	238.00	107.95
Fundraising COGS	16,238.99	2,206.95
Gifts	1,088.73	41.00
Insurance - Public Liability	1,703.00	1,266.00
Printing & Stationery	82.88	203.19
Superannuation	-	882.86
Wages and Salaries	-	9,292.95

Profit and Loss

	2017	2016
Workcover Premiums	-	(42.25)
<b>Total Operating Expenses</b>	<b>52,049.73</b>	<b>37,701.61</b>
<b>Net Profit</b>	<b>30,499.42</b>	<b>(15,929.04)</b>

## Balance Sheet

### JINDABYNE CENTRAL SCHOOL PARENTS AND CITIZENS ASSOCIATION INC As at 31 December 2017

	31 DEC 2017	31 DEC 2016
<b>Assets</b>		
<b>Bank</b>		
P&C Canteen Maintenance 1525	36,089.64	30,905.19
P&C Operating 0339	9,346.77	1,814.24
<b>Total Bank</b>	<b>45,436.41</b>	<b>32,719.43</b>
<b>Current Assets</b>		
Cash on hand	150.00	-
Stock on Hand - Uniform Shop	60,770.56	38,309.24
<b>Total Current Assets</b>	<b>60,920.56</b>	<b>38,309.24</b>
<b>Fixed Assets</b>		
Computer Equipment	626.00	626.00
Less Accumulated Depreciation on Computer Equipment	(615.75)	(605.50)
Kitchen Equipment	1,630.00	1,630.00
Less Accumulated Depreciation on Kitchen Equipment	(1,311.28)	(1,231.60)
Lockers	30,671.00	30,671.00
Less Accumulated Depreciation on Lockers	(14,830.36)	(10,870.20)
<b>Total Fixed Assets</b>	<b>16,169.61</b>	<b>20,219.70</b>
<b>Total Assets</b>	<b>122,526.58</b>	<b>91,248.37</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	1,864.10	1,085.35
Rounding	0.08	0.04
<b>Total Current Liabilities</b>	<b>1,864.18</b>	<b>1,085.39</b>
<b>Total Liabilities</b>	<b>1,864.18</b>	<b>1,085.39</b>
<b>Net Assets</b>	<b>120,662.40</b>	<b>90,162.98</b>
<b>Equity</b>		
Current Year Earnings	30,499.42	(15,929.04)
Retained Earnings	90,162.98	106,092.02
<b>Total Equity</b>	<b>120,662.40</b>	<b>90,162.98</b>

## Depreciation Schedule

### JINDABYNE CENTRAL SCHOOL PARENTS AND CITIZENS ASSOCIATION INC

For the year ended 31 December 2017

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
<b>Computer Equipment</b>						
Laptop	626.00	20.50	-	-	10.25	10.25
<b>Total Computer Equipment</b>	<b>626.00</b>	<b>20.50</b>	<b>-</b>	<b>-</b>	<b>10.25</b>	<b>10.25</b>
<b>Kitchen Equipment</b>						
Robrand Bain Marie	740.00	215.20	-	-	43.04	172.16
Robrand Grill	630.00	183.20	-	-	36.64	146.56
<b>Total Kitchen Equipment</b>	<b>1,370.00</b>	<b>398.40</b>	<b>-</b>	<b>-</b>	<b>79.68</b>	<b>318.72</b>
<b>Lockers</b>						
Lockers	7,000.00	4,948.80	-	-	989.76	3,959.04
Lockers	23,671.00	14,852.00	-	-	2,970.40	11,881.60
<b>Total Lockers</b>	<b>30,671.00</b>	<b>19,800.80</b>	<b>-</b>	<b>-</b>	<b>3,960.16</b>	<b>15,840.64</b>
<b>Total</b>	<b>32,667.00</b>	<b>20,219.70</b>	<b>-</b>	<b>-</b>	<b>4,050.09</b>	<b>16,169.61</b>

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**Note 1 to the special purpose financial report**

This special purpose financial report was prepared for distribution to the members to fulfill the committee's financial reporting requirements under the Jindabyne Parents & Citizen's Association Inc.'s constitution and the *Associations Incorporation Act* (NSW). The accounting policies used in the preparation of this report, as described below, are consistent with the financial reporting requirements of the Jindabyne Parents & Citizen's Association Inc.'s constitution and with previous years and are, in the opinion of the committee, appropriate to meet the needs of members:

- (a) The financial report was prepared on a modified accrual basis of accounting, including the historical cost convention and the going concern assumption.
- (b) The requirements of accounting standards and other professional reporting requirements in Australia do not have mandatory applicability to Jindabyne Parents & Citizen's Association Inc. because it is not a 'reporting entity'. The committee has, however, prepared the financial report in accordance with all Australian accounting standards.



# icare<sup>™</sup>

## Insurance for NSW

### Certificate of Currency

#### NSW Department of Education

The NSW Self Insurance Corporation, branded as icare Insurance for NSW, was established by the NSW Self Insurance Corporation Act 2004. The main function of icare Insurance for NSW is the administration of the Treasury Managed Fund (TMF), which provides cover for all insurance exposures (other than compulsory third party insurance) faced by general government sector budget dependent agencies and participating non budget dependent public sector agencies.

#### Period of coverage

This will confirm that commencing 1 July 2018, until 30 June 2019, NSW Department of Education is a member of the TMF which provides insurable risk protection in accordance with the TMF Statement of Cover.

The TMF Agency, and their employees and volunteers, are fully covered for their legal liability to any third party arising out of their operations, worldwide.

#### Coverage inclusions

Cover includes, but is not limited to:

- Workers Compensation as per current NSW Legislation.
  - Legal Liability inclusive of:
    - Public Liability for an amount of \$100,000,000,
    - Professional Indemnity for an amount of \$100,000,000,
    - Product Liability for an amount of \$100,000,000, and
    - Directors & Officers Liability for an amount of \$100,000,000.
  - Personal Accident coverage is provided for:
    - (a) Voluntary Workers whilst actively engaged in voluntary work for the NSW Department of Education; and
    - (b) NSW Department of Education students while engaged in approved educational work experience programmes.
- Coverage is in accordance with and equivalent to benefits payable under NSW Workers Compensation Legislation, as amended, provided under TMF Miscellaneous cover.
- Personal Accident cover whilst travelling domestically and abroad.
  - Property coverage (including plate glass) on a full replacement (new for old) basis, including, consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of the TMF Agency.
  - Motor Vehicle cover for loss of and/or property damage caused to or by a motor vehicle while being used for the purpose of or in connection with the TMF Agency's business.

For full details on TMF indemnity and its protection, agencies should refer to the relevant sections of the TMF Statement of Cover.

Note: icare Insurance for NSW hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days' notice will be provided.

Tim Plant



Group Executive, Insurance for NSW

## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation	ANDO PUBLIC HALL COMMITTEE INCORPORATED
Contact Person	COLIN MURDOCH
Address / Location	[REDACTED]
Phone Number	[REDACTED]
E-Mail Address	[REDACTED]
ABN (If Applicable)	79 092 969 279
Date of Establishment (If Applicable)	3 <sup>RD</sup> APRIL 1992
Is your Organisation Registered for GST? (If Applicable)	NO

### Project / Activity Details

Name of Project / Activity WAIVE COUNCIL RATE NOTICE

Cash Amount \$ 670-32 per annum

In Kind Support:

(You will be required to submit copies of quotes from Council in your application)

Amount of Funding  
Requested

- ☐ Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
- ☐ Mowing / Gardening
- ☐ Road Closures (Includes Staff time)
- ☒ RATE Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage in incurred)
- ☐ Promotion via Print Media (Council Website Advertisement etc.)

Other – Please outline \_\_\_\_\_

Briefly describe the Project / Activity	
<b>Project / Activity Financial Details</b>	
Financial Details of the Project or Activity for which assistance is sought	WAVE RATES OF \$670.32 per year. See covering letter
Total Cost of the Project or Activity	670.32 / annum
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	NIL
Details of other financial assistance sought or obtained	NIL
<b>Project / Activity Details</b>	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	REDUCE NEED FOR FUND RAISING TO FUND RATE NOTICE. ENSURE LONG TERM FINANCIAL FUTURE OF LOCAL ANDO HALL
What is the expected amount of resident participation?	
What other Local Community Groups is involved in this Project / Activity?	ANDO ARTS + CRAFTS

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	N/A
How will Council funding be acknowledged? E.g. Logo or signage (Council Funding must be acknowledged in your Project or Activity)	If the SMRC waives the rates, the committee will portray the council in a very positive way in all our future activities.
Please provide details of Office Bearers or other Involved Parties	PRESIDENT: RICHARD FEADON 64586641 SECRETARY: SHARON PLATTS 64586632 TREASURER: COLIN MURDOCH 64586625
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	ANDO HALL - PROVIDES A VENUE THE ANDO COMMUNITY TO HAVE FUNCTIONS. ALSO OUR HALL IS HIRED TO OTHER GROUPS PERIODICALLY
What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	↓ "
<b>Application Checklist</b> If the following documents are not attached with the application, this may result in the application not being considered.	
Attached? (Please mark YES or No)	RATES NOTICE
A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	YES



A copy of the Group /  
Organisation's Public  
Liability Insurance

YES

Where the Group /  
Organisation intends to  
purchase equipment, and  
a copy of the quote/s  
obtained

N/A

Where the Group /  
Organisation does not  
have an ABN, a 'Statement  
by a Supplier' form is  
required

ABN (see PAGE 1)

If your Group is not  
incorporated, please  
supply a letter from your  
supporting body

N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name

COLIN MURDOCH

Office Held / Position

E-Mail Address

Postal Address

Phone Number/s

#### Declaration and Signature of Applicant

☒ I confirm that the information contained in the application form and within the Documents are true and correct;

☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;

N/A ☐ I declare that should this application be successful the funding will be expended as outlined in the above documentation;

N/A ☐ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;

☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature

Name

COLIN MURDOCH

Position	TREASURER
Date	30/6/18

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:





A.B.N. 72906802034  
BRANCH OFFICE: 71 CAVEAT STREET, BOMBALA NSW  
ALL COMMUNICATIONS TO BE ADDRESSED TO THE GENERAL MANAGER  
P.O. BOX 714, COOMA N.S.W. 2630  
Telephone: 1300 345 345  
Facsimile: (02) 64583777  
www.snowymonaro.nsw.gov.au

RATE NOTICE/  
TAX INVOICE

Account Enquiries  
PH: (02) 64583555



Ando Public Hall Com. Inc  
C/- Bombala Council  
PO BOX 105  
BOMBALA NSW 2632

In accordance with the Local Government Act 1993 Notice is hereby given that the undermentioned land has been rated by the Council as shown hereunder.

**Assessment Number:** [REDACTED] **Description and Location of Property**  
**Rating Year:** 01/07/2017 to 30/06/2018 **Ando Hall 2207 Monaro Highway ANDO NSW**  
**Issue Date:** 21/07/2017 [REDACTED]  
**Due Date:** 31/08/2017  
**Valuation Date:** 01/07/2016  
**Rateable Value:** 6360

Levy Details	Val/Service	Rate in \$/Charge	Amount
General Rate Business Other	6360.00	Minimum	\$569.32
Waste Management Charge	1.00	101.00	\$101.00
		Total Levy	\$670.32
		NET AMOUNT DUE	\$670.32

Please deduct any payments made since 18/07/2017

SIMPLE DAILY INTEREST IS CHARGED ON OVERDUE AMOUNTS AT 7.5%. NO GST INCLUDED \$0.00

1ST INSTALMENT	2ND INSTALMENT	3RD INSTALMENT	4TH INSTALMENT	TOTAL AMOUNT
\$169.32	\$167.00	\$167.00	\$167.00	\$670.32
Due 31/08/2017	Due 30/11/2017	Due 28/02/2018	Due 31/05/2018	
PROPERTY HAS BEEN CATEGORISED AS		Business Other		

PAYMENT ADVICE

Please detach and return with your payment. Please tick box if receipt is required. ☐

**Name** Ando Public Hall Com. Inc  
**Assessment Number** 2019766  
**Total Amount** \$670.32  
**Instalment Amount Due** \$169.32  
**Due Date** 31/08/2017

<b>BPAY</b>	<b>Billers Code:</b> 94037
	<b>Ref:</b> 2019766
<b>Telephone &amp; Internet Banking – BPAY®</b> Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au	

AMOUNT DUE	\$169.32
------------	----------

See overleaf for payment options.

RATE NOTICE

Colin Murdoch  
Treasurer Ando Public Hall Committee Inc.  
"Inverloch",  
Jincumbilly, NSW 2631

**Belinda Cuzner**  
Governance Officer  
Snowy Monaro Regional Council  
81 Commissioner St.  
Cooma NSW 2630.

28<sup>th</sup> June 2018

Dear Belinda,

On behalf of the Ando Public Hall Committee I submit our application to waive council rates of \$670.32.

While we are aware that Council has a policy of 6 monthly cycle for applications. Ando Hall rates are an annual cost that was for many years (beyond the memory of current members) waived by the Bombala Council. That commitment stood without the need to be reassessed in excess of 25 years.

Considering that the Council is aware of the amounts to be waived each year and that we are a voluntary organisation that administers and manages the upkeep of the only infrastructure that is the focal point for the Ando Community, we seek to reinstate the previous arrangement.

If SMRC were to agree to our request it would save a lot of unnecessary paperwork for the Ando Hall Committee and the SMRC and most importantly provide certainty of our financial future.

Thank you for considering this matter and we trust that you will see the merit and the economy of processes with this approach.

Yours Sincerely



Colin Murdoch

Treasurer of the Ando Public Hall Committee





**NAB Community Fee Saver  
Account**

For further information call 13 22 65 for Personal  
Accounts or 13 10 12 for Business Accounts.



019/009640

ANDO PUBLIC HALL COMMITTEE INCORPORATED

**Account Balance Summary**

Opening balance	\$5,740.09	Cr
Total credits	\$1,352.50	
Total debits	\$566.61	
<b>Closing balance</b>	<b>\$6,525.98</b>	<b>Cr</b>

**Statement starts 3 March 2018**  
**Statement ends 4 June 2018**

**Outlet Details**

Bombala  
155 Maybe St, Bombala NSW 2632

**Account Details**

ANDO PUBLIC HALL COMMITTEE INCORPORATED  
COMMUNITY FEE SAVER

**Transaction Details**

Date	Particulars	Debits	Credits	Balance
3 Mar 2018	Brought forward			5,740.09 Cr
4 Apr 2018	Cheques Deposit		100.00	5,840.09 Cr
16 Apr 2018	Street Stall		1,252.50	7,092.59 Cr
2 May 2018	086204496762 Origin Elec			
	401938	179.60		
	086204496763 Origin Elec			
	401938	327.00		6,585.99 Cr
24 May 2018	000055	60.01		6,525.98 Cr

**Summary of Government Charges**


	From 1 July to date	Last year to 30 June
<b>Government</b>		
Withholding tax	\$0.00	\$0.00
Bank Account Debit (BAD) tax	\$0.00	\$0.00
Bank Accounts Debits (BAD) Tax or State Debits Duty has been abolished for all states & territories effective 1/7/2005. Any amount shown on this statement applies to debits processed on or before 30/06/2005.		
For further information on any applicable rebates, fees or government charges, please refer to the NAB's "A Guide to Fees & Charges" booklet. Please retain this statement for taxation purposes.		

**Explanatory Notes**

Please check all entries and report any apparent error or possible unauthorised transaction immediately.  
We may subsequently adjust debits and credits, which may result in a change to your account balance to accurately reflect the obligations between us.  
For information on resolving problems or disputes, contact us on 1800 152 015, or ask at any NAB branch.

1355/001/0009640/001/065/202323

p. 336 of Hard Copy

Business Insurance Renewal Invitation			
Policy Number EBA697809BPK	Client Number EB009211	Insurance	
	Client Name ANDO PUBLIC HALL COMMITTEE INC		
ANDO PUBLIC HALL COMMITTEE INC		Elders Insurance ELDERS INSURANCE COOMA ABN: 44 612 950 464 ATTN BRETT JENNINGS PO BOX 150 COOMA NSW 2630	
		Period of Insurance From 11/02/2018 To 11/02/2019 at 4pm	
<b>The Insured</b>			
ANDO PUBLIC HALL COMMITTEE INCORPOR			
<b>Location Summary</b>			
Address ANDO HALL MONARO HIGHWAY ANDO NSW 2631			
<div>CHQ 054 Paid 16/2/18</div>			
This document becomes your Policy Schedule and Tax Invoice/Adjustment Note on payment.			
<b>Total Premium and Charges</b>			
Premium	\$1,656.86	ABN	None Noted
Levies	\$235.27		
GST	\$189.22		
Stamp Duty	\$187.31		
*Intermediary Service Fee	\$30.00		
*Intermediary Service Fee GST	\$3.00		
<b>Total Premium</b>	<b>\$2,301.66</b>		
The amount of stamp duty paid is calculated under the relevant States/Territory Duties Act, based on where the risks, properties, contingencies or events are located.			
Important information about Your duty of disclosure appears at the back of this Policy Schedule and on your application. Please read this information carefully.			
*Invoiced for and on behalf of Elders Insurance Authorised Representative.			

00552103 0000011 00006

000001-03-

EIUA90BVQ 09/11



## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

### Applicants Details

Name of Organisation	Bombala Preschool Inc
Contact Person	Lauren Yelds
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	51 505 538 366
Date of Establishment (If Applicable)	1972
Is your Organisation Registered for GST? (If Applicable)	Yes

### Project / Activity Details

Name of Project / Activity	Preschool
	Cash Amount \$ 4,181.80
	In Kind Support: (You will be required to submit copies of quotes from Council in your application)
Amount of Funding Requested	<input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
	<input type="checkbox"/> Mowing / Gardening
	<input type="checkbox"/> Road Closures (Includes Staff time)
	<input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
	<input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)
	Other – Please outline <u>RATES</u>

Briefly describe the Project / Activity	WAIVER OF RATES
<b>Project / Activity Financial Details</b>	
Financial Details of the Project or Activity for which assistance is sought	WAIVER OF RATES
Total Cost of the Project or Activity	\$4181.80
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	NONE
Details of other financial assistance sought or obtained	NONE
<b>Project / Activity Details</b>	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	We provide a Preschool (early education) service to families in the Bombala and surrounding region.
What is the expected amount of resident participation?	Most residents in the area who have children aged between 3-5 years of age
What other Local Community Groups is involved in this Project / Activity?	Bombala Playgroup MEIS



Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	We are a Not for Profit organisation who provides an essential service to families in the Region. We have been operating in the area since the early 1970's and we rely on the funding from the government to pay for the running of the service.
--	---

How will Council funding be acknowledged?  E.g. Logo or signage  (Council Funding must be acknowledged in your Project or Activity)	
---	--

Please provide details of Office Bearers or other Involved Parties	Kristie Ford - President Cheryl Cotterill - Vice President Ashley Henderson - Treasurer Kirby Schofield - Secretary
--	--

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	Early education for the Bombala and surrounding district. We will be providing 2 days free Preschool to families for the next 2 terms so families can have more money in their pockets to spend on their families without worrying about another bill to pay.
---	---

What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?	
---	--

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year	
---	--

A copy of the Group / Organisation's Public Liability Insurance	Currently waiting on the new Certificate of Currency. \$20,000,000 public liability paid until 30/6/19
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	N/a
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

**Authorization of Applicant**

If the following is not completed, this may result in the application not being considered.

Name	Lauren Yelds
Office Held / Position	Admin Officer
E-Mail Address	
Postal Address	
Phone Number/s	

**Declaration and Signature of Applicant**

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct;	
<input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant;	
<input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation;	
<input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;	
<input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Lauren Yelds

Position	Admin Assistant
Date	30/6/18

**Submitting your Application**

**Email:** After completing your form, save to your computer and email to  
[council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

**FOR OFFICE USE ONLY**

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



### NAB Cash Manager

For further information call 13 22 65 for Personal Accounts or 13 10 12 for Business Accounts.



A 2-467  
BOMBALA PRE-SCHOOL INCORPORATED

### Account Balance Summary

Opening balance	\$263,682.11 Cr
Total credits	\$85,968.82
Total debits	\$54,587.79
<b>Closing balance</b>	<b>\$295,063.14 Cr</b>

Statement starts 30 March 2018  
Statement ends 29 June 2018

### Outlet Details

Bombala  
155 Maybe St, Bombala NSW 2632

### Account Details

BOMBALA PRE-SCHOOL INCORPORATED

### Transaction Details

Date	Particulars	Debits	Credits	Balance
30 Mar 2018	Brought forward			263,682.11 Cr
3 Apr 2018	Monthly Transaction Summary	Number	Unit Cost	Fee
	Cheque	1	\$0.00	\$0.00
	Internet Transfer NAB	4	\$0.00	\$0.00
	Internet Bpay	3	\$0.00	\$0.00
	<b>Total Transaction Fees</b>			<b>\$0.00</b>
	Less Transaction Rebate			\$0.00
	<b>Transaction Fees Less Rebate</b>			<b>\$0.00</b>
	Account Service Fee			\$0.00
	<b>Fee Charged</b>			<b>\$0.00</b>
	Brent Martin Glenn Martin		300.00	
	068523			
	Internet Transfer Wages To 1/4/18	2,346.46		261,635.65 Cr
6 Apr 2018	OEF3000646138 Det EFT Via Sap			
	406682		75,775.44	337,411.09 Cr
9 Apr 2018	Katelyn Rowling			
	421520		100.00	337,511.09 Cr
10 Apr 2018	Internet Transfer Wages and Bills	2,828.12		334,682.97 Cr
11 Apr 2018	Internet Transfer Code 100166			
	Bombala Preschoo	3,405.05		331,277.92 Cr
12 Apr 2018	Kelland preschool			
	128594		609.00	331,886.92 Cr
13 Apr 2018	Jedd Doyle			
	068523		401.00	332,287.92 Cr
16 Apr 2018	Wages To 15/4/18			
	062523Incorrect Acc		142.00	
	Internet Transfer Wages To 15/4/18	2,579.43		329,850.49 Cr
23 Apr 2018	Internet Transfer Wages To 22/4/18	1,978.56		327,871.93 Cr
24 Apr 2018	560672 94 Southern Phone C			
	426691	93.78		327,778.15 Cr
30 Apr 2018	Interest		275.39	
	Jacksonschofield			
	421520		401.00	
	Bombala pre school			
	Carried forward			328,454.54 Cr

Transaction Details (continued)

Date	Particulars	Debits	Credits	Balance
	Brought forward			328,454.54 Cr
	421520.....		421.00	
1 May 2018	Internet Transfer Wages To 29/4/18.....	1,978.56		326,896.98 Cr
	Monthly Transaction Summary	Number	Unit Cost	Fee
	Internet Transfer NAB	6	\$0.00	\$0.00
	<b>Total Transaction Fees</b>			<b>\$0.00</b>
	Less Transaction Rebate			\$0.00
	<b>Transaction Fees Less Rebate</b>			<b>\$0.00</b>
	Account Service Fee			\$0.00
	<b>Fee Charged</b>			<b>\$0.00</b>
	Internet Bpay Tax Office Payments			
	003000432847004621.....	2,790.52		
	Internet Bpay Tax Office Payments			
	515055383663360.....	4,235.00		319,871.46 Cr
2 May 2018	Internet Transfer			
	Kristie Ford.....		200.00	320,071.46 Cr
3 May 2018	Essie Stone			
	068523.....		200.00	320,271.46 Cr
4 May 2018	Cruz Henderson			
	068523.....		221.00	
	Jenna Cotterill			
	421520.....		544.00	
	Jaxon Broz			
	421520.....		544.00	321,580.46 Cr
7 May 2018	Walder			
	051100336045		165.00	
	401938.....	346.95		321,398.51 Cr
8 May 2018	Internet Transfer			
	Matt Forrester..		200.00	
	Summer fees (p			
	421520.....		91.00	
	Internet Transfer Inv 74841.....	24.00		
	Internet Transfer Inv 16			
	Bombala Preschoo.....	265.00		
	Internet Transfer Wages and Bills.....	303.58		
	Internet Transfer Wages & Bills.....	3,407.15		317,689.78 Cr
10 May 2018	Everyday		380.00	318,069.78 Cr
14 May 2018	Bryla Kelland.....		50.00	318,119.78 Cr
15 May 2018	Summer fees (part)			
	421520.....		91.00	
	Internet Transfer		2,534.20	315,676.58 Cr
16 May 2018	Oscar Taranto			
	141000.....		165.00	
	Mac Peadon			
	421520.....		200.00	316,041.58 Cr
17 May 2018	Joint Acc		120.00	316,161.58 Cr
18 May 2018	Charlotte Oakes te			
	106600.....		220.00	316,381.58 Cr
22 May 2018	Wages to 20/5/18			
	735715Invalid BSB			
	Internet Transfer Wages to 20/5/18		124.94	
	Bombala Preschoo.....	88.80		
	Internet Transfer Wages to 20/5/18.....	124.94		
	Internet Transfer Wages to 20/5/18.....	205.72		
	Internet Transfer Wages to 20/5/18.....	253.32		
	Internet Transfer Wages to 20/5/18.....	474.14		
	Internet Transfer Wages to 20/5/18.....	544.12		
	Internet Transfer Wages to 20/5/18			
	Bombala Preschoo.....	159.45		
	Internet Transfer Wages to 20/5/18			
	Bombala Preschoo.....	215.78		
	Internet Transfer Wages to 20/5/18			
	Carried forward			314,440.25 Cr

18013403/Model100/506097/001.21.94







p. 345 of Hard Copy

**Transaction Details (continued)**

Date	Particulars	Debits	Credits	Balance
	Brought forward			310,691.84 Cr
	Internet Transfer Wages and Bills	3,205.04		307,486.80 Cr
19 Jun 2018	Internet Transfer Wages and Bills	3,675.20		
	000005	100.00		303,711.60 Cr
20 Jun 2018	Terrienne Edgec 421520		200.00	303,911.60 Cr
21 Jun 2018	Beau Cotterill			
	068523		220.00	304,131.60 Cr
25 Jun 2018	560672 98 Southern Phone C			
	426691	100.48		304,031.12 Cr
26 Jun 2018	Brent martin			
	068523		272.00	
	Internet Bpay Deft Insurance			
	400572103748034	6,500.00		
	Internet Transfer Wooden Toys			
	Wooden Toys	134.93		
	Internet Transfer Wages and Bills	2,815.66		294,852.53 Cr
28 Jun 2018	015308302880628 Elgas Limited Dr			
	012467	33.03		294,819.50 Cr
29 Jun 2018	Interest		243.64	295,063.14 Cr

**Summary of Government Charges**

	From 1 July to date	Last year to 30 June
<b>Government</b>		
Withholding tax	\$0.00	\$0.00
Bank Account Debit (BAD) tax	\$0.00	\$0.00
Bank Accounts Debits (BAD) Tax or State Debits Duty has been abolished for all states & territories effective 1/7/2005. Any amount shown on this statement applies to debits processed on or before 30/06/2005.		
For further information on any applicable rebates, fees or government charges, please refer to the NAB's "A Guide to Fees & Charges" booklet. Please retain this statement for taxation purposes		

**Explanatory Notes**

Please check all entries and report any apparent error or possible unauthorised transaction immediately.  
We may subsequently adjust debits and credits, which may result in a change to your account balance to accurately reflect the obligations between us.  
For information on resolving problems or disputes, contact us on 1800 152 015, or ask at any NAB branch.



## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Cooma Lambie Street Preschool Association Incorporated
Contact Person	Nicole Alexander
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	12 562 324 732
Date of Establishment (If Applicable)	1959
Is your Organisation Registered for GST? (If Applicable)	Yes

Project / Activity Details	
Name of Project / Activity	Replacement of Shade Cloth membrane
Amount of Funding Requested	Cash Amount \$ 6,270.00
	In Kind Support: (You will be required to submit copies of quotes from Council in your application)
	<input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
	<input type="checkbox"/> Mowing / Gardening
	<input type="checkbox"/> Road Closures (Includes Staff time)
	<input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
	<input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)
	Other – Please outline _____

Briefly describe the Project / Activity	The preschool has three fixed shade structures, providing sun protection in the playground. The shade cloth on these structures requires replacement, having deteriorated beyond repair, from many years of exposure to the weather and damage by strong wind
---	---

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	The total cost of replacing all three shade cloth covers was quoted at \$12,760.00. Replacement of the main shade sail (approximately 12m x 12m in size), positioned above the fixed play equipment is the priority. We are seeking assistance to replace this shade cover only, at the cost of \$6,270.00.
Total Cost of the Project or Activity	Total cost of Project \$12,760 Donation request \$6,270
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	2016 - Snowy Monaro Community Grants (SMCG1-15) \$31,500 for children's bathroom renovation.
Details of other financial assistance sought or obtained	Fundraising activities continue in an effort to raise funds to cover the cost of replacing the smaller of the three shade sails.

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	Lambie Street Preschool is a community owned, not-for-profit organisation that has provided quality early childhood education to the children of the Monaro region for over fifty years. The replacement of the existing damaged shade cloth will ensure the enrolled children are protected from the sun, further enhance our outdoor learning environment and maintain the preschools current SunSafe Accreditation from the Cancer Council of NSW.
What is the expected amount of resident participation?	This activity is a long term improvement. Each year, 80 + local families use the preschool service, with enrollment numbers between 80 and 100 children annually.
What other Local Community Groups is involved in this Project / Activity?	Nil

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	<p>All works will be conducted by qualified trades persons.</p> <p>Works to be scheduled outside of normal school terms to minimise impact on enrolled children.</p> <p>The preschool has successfully conducted projects in the past including a building extension in 2013, large tree removal in 2015 and bathroom renovation in 2016.</p>
--	---

<p>How will Council funding be acknowledged?</p> <p>E.g. Logo or signage</p> <p>(Council Funding must be acknowledged in your Project or Activity)</p>	<p>School Newsletter</p> <p>Local media</p>
<p>Please provide details of Office Bearers or other Involved Parties</p>	<p>Cooma Lambie Street Preschool Management Committee</p> <p>President: Linda Nicholson</p> <p>Vice President: Leanne Pratt</p> <p>Treasurer: Sarah Hyams</p> <p>Secretary: Emma Smith</p>
<p>What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?</p>	<p>Lambie Street Preschool is a vital community owned service. It has provided quality early childhood education to the children of the Monaro region for over fifty years.</p>
<p>What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?</p>	<p>As above.</p>

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

<p>A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year</p>	<p>Attached: Bank Statement for month ending 31/05/2018</p>
--	---



A copy of the Group / Organisation's Public Liability Insurance	Attached: Certificate of Currency from Guild Insurance
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Quote No:17143 Betta Canvas and Shade Solutions (Option 1)
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Nicole Alexander
Office Held / Position	Administration Assistant
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

- ☒ I confirm that the information contained in the application form and within the Documents are true and correct;
- ☒ I confirm that this application has been submitted with the full knowledge and support of the applicant;
- ☒ I declare that should this application be successful the funding will be expended as outlined in the above documentation;
- ☒ I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and;
- ☒ I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.

Signature	
Name	Nicole Alexander



Position	Administration Assistant
Date	26/06/2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

81 Commissioner Street  
Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



## Certificate Of Currency as of 31/10/2017

This Certificate of Currency confirms that the policy specified is current for the stated period, subject to the policy terms, conditions and exclusions.

YOUR POLICY SUMMARY	
Policy Number	P00070497
Policy Type	Early Learning Business Insurance
Period of Insurance	31/10/2017 - 31/10/2018 at 4:00pm
Insured(s)	Cooma Lambie Street Preschool Association Inc
Trading Name(s)	Cooma Lambie Street Preschool Association Inc
Interested Party	Cooma Lambie Street Preschool Association Inc
Type of Interest	Respective Interest



## General Liability

INTEREST INSURED	
Professional Indemnity	
Limit of Liability any one Claim	\$20,000,000
Retroactive Date	31/10/2002
Retroactive Basis	Date
Territorial Limitation	Australia Only
Jurisdiction Limitation	Australia Only
Public and Products Liability	
Public Liability	
Limit of Liability any one Claim	\$20,000,000
Retroactive Date	31/10/2002
Retroactive Basis	Date
Territorial Limitation	Australia Only
Jurisdiction Limitation	Australia Only
Products Liability	
Limit of Liability any one Claim	\$20,000,000
Retroactive Date	31/10/2002
Retroactive Basis	Date
Territorial Limitation	Australia Only
Jurisdiction Limitation	Australia Only



**Westpac Community Solutions One**

Electronic Statement

Statement Period  
30 April 2018 - 31 May 2018

Account Name  
COOMA LAMBIE STREET PRE-SCHOOL  
ASSOCIATION INCORPORATED  
FUNDRAISING ACCOUNT

Customer ID  
[REDACTED] COOMA LAMBIE STREET  
PRE-SCHO..

BSB Account Number  
[REDACTED]

Opening Balance	+ \$7,211.97
Total Credits	+ \$1,974.62
Total Debits	- \$0.00
Closing Balance	+ \$9,186.59

**TRANSACTIONS**

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
30/04/18	STATEMENT OPENING BALANCE			7,211.97
28/05/18	Deposit Cooma NSW		1,974.00	9,185.97
31/05/18	Interest Paid		0.62	9,186.59
31/05/18	CLOSING BALANCE			9,186.59

**CONVENIENCE AT YOUR FINGERTIPS**

Use Online, Mobile or Tablet Banking to pay bills, transfer funds, check your account balances and much more



## QUOTE No: 17143

Cooma Lambie Street Preschool  
Att: Ben Hammann



Email:



*Price Including GST*

### Option 1

#### **1 x Shade Cloth Membrane to cover existing Hip Structure \$6,270**

Approx. 12.0m x 12.0m

##### **Inclusions:**

- Ⓢ Material - Commercial grade shade cloth 95% UV Block
- Ⓢ 10 year Warranty on Shade Cloth
- Ⓢ UV Treated threads (15 year warranty on Tennara Thread)
- Ⓢ Labour
- Ⓢ Reinforced Shade Cloth Membrane manufactured by Betta Canvas
- Ⓢ Stainless Steel Wire – Sewn into the hem to tension the Cover
- Ⓢ Stainless Steel Fittings
- Ⓢ Measure and Installation by a Licenced Professional\*

### Option 2

#### **1 x Shade Cloth Membrane to cover existing Hip Structure \$3,300**

Approx. 6.5m x 5.0m

##### **Inclusions:**

- Ⓢ Material - Commercial grade shade cloth 95% UV Block
- Ⓢ 10 year Warranty on Shade Cloth
- Ⓢ UV Treated threads (15 year warranty on Tennara Thread)
- Ⓢ Labour
- Ⓢ Reinforced Shade Cloth Membrane manufactured by Betta Canvas
- Ⓢ Stainless Steel Wire – Sewn into the hem to tension the Cover
- Ⓢ Stainless Steel Fittings
- Ⓢ Measure and Installation by a Licenced Professional\*



**Option 3**

**1 x Shade Sail from Shade Cloth**

**\$3,190**

To replace existing shade sail – Approx. 5.0m x 6.3m

**Inclusions:**

- Ⓢ Material - Commercial grade shade cloth 95% UV Block
- Ⓢ 10 year warranty against UV degradation on shade cloth
- Ⓢ UV Treated threads (15 year warranty on Tennara Thread)
- Ⓢ Labour
- Ⓢ Shade Sail manufactured by Betta Canvas staff
- Ⓢ Stainless Steel Fittings
- Ⓢ Stainless Steel Turn Buckles
- Ⓢ Measure and Installation by a Licensed Professional\*

**NOTE – A discount will apply if you accept two or more of the above options, price on application.**

The Shade Cloth material that we use is Synthesis Commercial 95. It is a knitted UV stabilised HDPE constructed from Monofilament yarn and tape. It has a mass of 340 gsm and has 10 year warranty against UV degradation. For any more info on the material, you can go to [www.synthesisfabrics.com](http://www.synthesisfabrics.com) and look for Commercial 95.

\*Construction Occupation Licence.

Andrew Stonehouse.	Builder Class D Lic No 200855 exp 02/02/19 (ACT)
Andrew Stonehouse	Supervisor Certificate Lic No 52995S exp 28/07/17 (NSW)
Christopher Trevethan	Builder Class D Lic No 200856 exp 02/02/19 (ACT)
Christopher Trevethan	Supervisor Certificate Lic No 52994S exp 28/07/17 (NSW)

**QUOTE VALID FOR 3 MONTHS ONLY**

**30% DEPOSIT REQUIRED WITH REMAINDER OF PAYMENT UPON COMPLETION  
TO BE READ WITH CUSTOMER INFORMATION SHEET**

29 March, 2017,



## Application for Financial Donations and Sponsorships



In Accordance with the Donations Policy GOV 011 / Section 356 of the Local Government Act 1993

Applicants Details	
Name of Organisation	Cooma Lambie Street Preschool Association Incorporated
Contact Person	Nicole Alexander
Address / Location	
Phone Number	
E-Mail Address	
ABN (If Applicable)	12 562 324 732
Date of Establishment (If Applicable)	1959
Is your Organisation Registered for GST? (If Applicable)	yes

Project / Activity Details	
Name of Project / Activity	Garden Irrigation System
Amount of Funding Requested	Cash Amount \$ 1,000.00
	In Kind Support: (You will be required to submit copies of quotes from Council in your application)
	<input type="checkbox"/> Waste Management. E.g. Provision of bins / rubbish and recycling removal (Includes staff time for drop off and collection).
	<input type="checkbox"/> Mowing / Gardening
	<input type="checkbox"/> Road Closures (Includes Staff time)
	<input type="checkbox"/> Fee Waivers. E.g. DA / Hall Hire Fees, (Security deposits will need to be paid by the applicant but will be refunded provided no damage is incurred)
	<input type="checkbox"/> Promotion via Print Media (Council Website Advertisement etc.)
	Other – Please outline _____

Briefly describe the Project / Activity	Installation of in-ground, automated watering system for preschool playground.
---	--

Project / Activity Financial Details	
Financial Details of the Project or Activity for which assistance is sought	The installation of an in-ground watering system in our rear playground is part of a 5 year plan to landscape and upgrade the outdoor learning environment at the preschool. The preschool has successfully installed an irrigation system, layed new turf and fitted garden beds to the front yard.
Total Cost of the Project or Activity	\$1000.00
Details of other funding received from Snowy Monaro Regional Council (If Applicable)	2015 - Snowy Monaro Community Grants (SMCG1-15) \$31,500 for children's bathroom renovation.
Details of other financial assistance sought or obtained	Fundraising activities continue in an effort to raise additional funds.

Project / Activity Details	
How will your Project / Activity benefit the Snowy Monaro Regional Community?	Lambie Street Preschool is a community owned, not-for-profit organisation that has provided quality early childhood education to the children of the Monaro region for over fifty years. The installation of an automated watering system will enhance our existing outdoor learning environment and ensure that the grounds are safe and inviting for children and their families, even during the hot summer months.
What is the expected amount of resident participation?	This is a long term improvement for the preschool. Each year, 80 + local families use the preschool service, with enrollment numbers between 80 and 100 children annually.
What other Local Community Groups is involved in this Project / Activity?	Nil

Outline your Organisation's capacity to deliver the Project / Activity, or, describe previous experiences.	<p>All works will be conducted by qualified trades persons.</p> <p>Works to be scheduled outside of normal school hours (e.g. school holiday) to minimise impact on enrolled children.</p> <p>The preschool has successfully conducted projects in the past including a building extension in 2013, large tree removal in 2015 and bathroom renovation in 2016.</p>
--	---

<p>How will Council funding be acknowledged?</p> <p>E.g. Logo or signage</p> <p>(Council Funding must be acknowledged in your Project or Activity)</p>	<p>School Newsletter</p> <p>Local media</p>
<p>Please provide details of Office Bearers or other Involved Parties</p>	<p>President: Linda Nicholson</p> <p>Vice President: Leanne Pratt</p> <p>Treasurer: Sarah Hyams</p> <p>Secretary: Emma Smith</p>
<p>What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?</p>	<p>Lambie Street Preschool is a vital community service. The preschool provides quality early childhood education to children aged from 3 years.</p>
<p>What services or Activities will the Recipient of funding provide to Snowy Monaro Regional Community?</p>	<p>As above.</p>

#### Application Checklist

If the following documents are not attached with the application, this may result in the application not being considered.

Attached? (Please mark YES or No)

<p>A copy of the Group / Organisation's most recent bank statement or Treasurers Report, for the past Financial Year</p>	<p>Attached: Bank Statement for month ending 31/05/2018</p>
--	---

A copy of the Group / Organisation's Public Liability Insurance	Attached: Certificate of Currency from Guild Insurance
Where the Group / Organisation intends to purchase equipment, and a copy of the quote/s obtained	Quote #298 Reddens Constructions Pty Ltd
Where the Group / Organisation does not have an ABN, a 'Statement by a Supplier' form is required	N/A
If your Group is not incorporated, please supply a letter from your supporting body	N/A

#### Authorization of Applicant

If the following is not completed, this may result in the application not being considered.

Name	Nicole Alexander
Office Held / Position	Administration Assistant
E-Mail Address	
Postal Address	
Phone Number/s	

#### Declaration and Signature of Applicant

<input checked="" type="checkbox"/> I confirm that the information contained in the application form and within the Documents are true and correct; <input checked="" type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant; <input checked="" type="checkbox"/> I declare that should this application be successful the funding will be expended as outlined in the above documentation; <input checked="" type="checkbox"/> I acknowledge the Donation / Sponsorship acquittal requirements, and understand that surplus funds may be required to be returned to Council, and; <input checked="" type="checkbox"/> I am aware this application will be reproduced in the Council Business Paper, and authorise for the publication of information required.	
Signature	
Name	Nicole Alexander

Position	Administration Assistant
Date	26/06/2018

#### Submitting your Application

**Email:** After completing your form, save to your computer and email to [council@snowymonaro.nsw.gov.au](mailto:council@snowymonaro.nsw.gov.au)

**Deliver to:** Any of the following Customer Service Locations:

**Cooma:**

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Cooma NSW 2630

**Bombala:**

71 Caveat Street  
Bombala NSW 2632

**Berridale:**

2 Myack Street  
Berridale NSW 2628

**Jindabyne:**

Shop 2, Razorback Plaza  
Gippsland Street, Jindabyne NSW 2627

**Contact:** (02) 6458 3555 (Governance Department, Bombala Office) for any enquiries.

#### FOR OFFICE USE ONLY

Date Application received:

Which function of Council is exercised by this Donation / Sponsorship?

TICK	Department / Area for Costing	Amounts Charged
	Waste & Recycling	
	Community & Environmental Services	
	Parks & Gardens	
	Human Resources (e.g. Staff time)	
	Other (e.g. Hall / Oval fee waivers etc.)	

Is Public notice required?

Date and method of Public notice:



Westpac Community Solutions One

Electronic Statement

Statement Period  
30 April 2018 - 31 May 2018

Account Name  
COOMA LAMBIE STREET PRE-SCHOOL  
ASSOCIATION INCORPORATED  
FUNDRAISING ACCOUNT

Customer ID  
[REDACTED] COOMA LAMBIE STREET  
PRE-SCHO..

BSB Account Number  
[REDACTED]

Opening Balance	+ \$7,211.97
Total Credits	+ \$1,974.62
Total Debits	- \$0.00
Closing Balance	+ \$9,186.59

TRANSACTIONS

Please check all entries on this statement and promptly inform Westpac of any possible error or unauthorised transaction

DATE	TRANSACTION DESCRIPTION	DEBIT	CREDIT	BALANCE
30/04/18	STATEMENT OPENING BALANCE			7,211.97
28/05/18	Deposit Cooma NSW		1,974.00	9,185.97
31/05/18	Interest Paid		0.62	9,186.59
31/05/18	CLOSING BALANCE			9,186.59

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## Certificate Of Currency as of 31/10/2017

This Certificate of Currency confirms that the policy specified is current for the stated period, subject to the policy terms, conditions and exclusions.

YOUR POLICY SUMMARY	
Policy Number	P00070497
Policy Type	Early Learning Business Insurance
Period of Insurance	31/10/2017 - 31/10/2018 at 4:00pm
Insured(s)	Cooma Lambie Street Preschool Association Inc
Trading Name(s)	Cooma Lambie Street Preschool Association Inc
Interested Party	Cooma Lambie Street Preschool Association Inc
Type of Interest	Respective Interest



## General Liability

INTEREST INSURED	
Professional Indemnity	
Limit of Liability any one Claim	\$20,000,000
Retroactive Date	31/10/2002
Retroactive Basis	Date
Territorial Limitation	Australia Only
Jurisdiction Limitation	Australia Only
Public and Products Liability	
Public Liability	
Limit of Liability any one Claim	\$20,000,000
Retroactive Date	31/10/2002
Retroactive Basis	Date
Territorial Limitation	Australia Only
Jurisdiction Limitation	Australia Only
Products Liability	
Limit of Liability any one Claim	\$20,000,000
Retroactive Date	31/10/2002
Retroactive Basis	Date
Territorial Limitation	Australia Only
Jurisdiction Limitation	Australia Only



**Reddens Constructions Pty Ltd**

NSW Lic. 136100C ACT Lic. 2007473  
PO Box 603 COOMA NSW 2630  
Ph/Fax: 02 6452 6918 Mob: 0422 609 003  
Email: mickredde@bigpond.com  
ABN 50 160 509 142

**Quotation**

Date	Quote #
8/06/2018	298

Quote To
Cooma Lambie Street Preschool [REDACTED]

Work Order #

Description	Total
Quote for replacing/upgrading irrigation system as required and landscaping as discussed, in backyard at Lambie Street Preschool.	1,000.00

This quote is valid for 30 days.

Thank you for the opportunity to submit a quotation for your project.

Should you have any queries please do not hesitate to contact me.

<b>Subtotal</b>	\$909.09
<b>GST</b>	\$90.91
<b>Total</b>	\$1,000.00

Signature \_\_\_\_\_