



CITY OF VINCENT

REDUCTION/ WAIVING OF FEES

Application Form, Guidelines and Criteria



CITY OF VINCENT

COMMUNITY CENTRE

6112 5808
VINCENT.WA.GOV.AU

REDUCTION/WAIVING OF FEES

The waiving or reduction of fees for community groups, organisations and individuals will be considered where such assistance supports the delivery of projects, programs, services or fundraising initiatives. The applicant must identify the specific community benefits associated with their activity and demonstrate their limited financial capacity to pay relevant fees.

An amount up to \$2,000 may be available with any requests above this amount requiring decision making by Council.

Before starting your application, please contact the Community Development team to discuss the proposed activity, event program to ensure that it is eligible for a reduction/waiver.

GUIDELINES AND CRITERIA

Preference will be given to applications which meet the following criteria:

Your event has a focus on one of the following:

- Cultural development
- Community development
- Artistic development
- Community support activities
- Recreational activities
- Environmental activities
- Educational activities (including research or projects undertaken by students of schools or universities)
- Require no entry cost
- Increase visitation to the City
- Align with Council's strategic plans
- Is consistent with the City's Policy no. 3.10.11 – Community Funding
- Fundraising

To be eligible to apply for a reduction/waiver of fees, your group/organisation must be able to demonstrate its status as one of the following:

- Individual
- Not-for-profit organisation
- Social Enterprise
- Resident of City of Vincent
- Charitable Organisation

You must also demonstrate that you are capable of carrying out the proposed project or activity.

What items/activities and events that are not able to be supported:

- Any activity, event or program run by commercial entities;
- Any activity, event or program that contravenes Council's existing policies or values;
- Any activity, event or program held outside of the City's boundaries;
- Any activity held by or in support of a political party.



CITY OF VINCENT



REDUCTION/WAIVER AMOUNTS

There are five rates that can be applied to Reduction/Waiver of fees. These scores are measured against a reduction/waiving of fees assessment matrix.

No fees waived

This rate is for applicants that score
0 – 24%

25% off the applicable fee to be paid

This rate is for applicants that score
25 – 49%

50% off the applicable fee to be paid

This rate is for applicants that score
50 – 65%

75% off the applicable fee to be paid

This rate is for applicants that score
66 – 80%

Full fees waived

This rate is for applicants that score
81 – 100%

An applicant granted a fee waiver or fee reduction will still be liable to pay costs associated with their booking including (but not limited to) bonds, key deposits and security call-outs.

This document can be made available in alternative formats for people with specific requirements.

If you would like the application in any of these formats or have any questions please call the City's Community Team on **9273 6000** or communitycentre@vincent.wa.gov.au



APPLICATION FORM

CONTACT DETAILS			
Name:			
Name of Organisation:			
Address:			
Contact Number:			
Email:			

ORGANISATION DETAILS			
ABN:			
Type of Organisation: (Proof of status will need to be provided)		Not-for-profit Organisation	
		Registered charity with the ATO	
		A deductible gift recipient	
		Social enterprise	
Years your organisation has been in operation:			
Please provide a brief summary about your organisation/group			
Does your organisation have a Risk Management Plan?			<div>Yes</div> <div>No</div>

ACTIVITY/EVENT/PROGRAM DETAILS	
Name of Activity/Event/Program:	
Commencement Date:	
Completion Date:	
Time of Activity/Event/Program:	
Location of Activity/Event/Program:	



Have you received funding or in kind support from the City of Vincent in the last 12 months? (if yes, please provide details below)	Yes	No

BUDGET & FINANCIALS	
What is the amount sought from the City of Vincent? (maximum \$2000.00)	

DECLARATION	
<p>I confirm that:</p> <ul style="list-style-type: none"> • If my application is successful, I will ensure recognition of council funding. • The information contained here in is to the best of my knowledge, true and correct. 	
Name:	
Position:	
Organisation:	
Signature:	

Please return this application form to the Community Development Team either in person, post or email.

- 244 Vincent Street (corner Loftus Street), Leederville 6902
- Community Partnerships, City of Vincent, PO Box Leederville WA 6902
- communitycentre@vincent.wa.gov.au

For further information regarding Community Funding, please contact the Community Development Team on **9273 6000**