

# Community Assistance In-Kind Application Form

The Community In-Kind Assistance Form is to be used to apply for in-kind assistance for community events or initiatives by not for profit organisations.

Please return your completed form together with required supporting documentation to Council's Community Development Department via email, [communitygrants@burdekin.qld.gov.au](mailto:communitygrants@burdekin.qld.gov.au) within the Community Grants Rounds.

APPLICATION SUMMARY				
<b>Applicant Name</b>				
<b>Event or Activity Name</b>				
<b>Event Commencement Date</b>		<b>Event End Date</b>		
<b>Event Commencement Time</b>		<b>Event End Time</b>		
<b>Event Location</b>				
<b>Contact Person for this application</b>				
<b>Position</b>				
<b>Email Address</b>				
<b>Contact Number (Business hours)</b>				
<b>Postal Address</b>				
<b>Town/Suburb</b>		<b>State</b>		<b>Postcode</b>

## Eligibility Checklist

Please refer to the Community Grants Policy for eligibility requirements:

- Applicants resides or operates within the Burdekin Shire
- Operates as an Incorporated not-for profit
- Enhance opportunities for community inclusion including community benefit within Burdekin Shire
- Enhance civic pride and sense of place derived from the community activities including a willingness to work co-operatively with other organisations;
- Copy of Public Liability Insurance for organisation attached

SECTION 1: PROJECT SUMMARY
<b>Event or Activity Description</b> Provide a brief description of your event activity including aims and objections including background
<b>How will this event or activity benefit the Burdekin Shire?</b>

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In-Kind Support Requested <i>*Subject to availability</i> (Please list in detail items required)	Quantity	For Office Use Only
240 Litre Sulo Bins		
Bin Liners for 240 Litre Sulo bins		
Delivery and pick up of 240 litre Sulo bins		
Free use of transfer station to empty the sulo bins on the day of the event		
Star pickets		
Large witches hats hire		
Small witches hats hire		
Bollards		
Roll of orange barricading mesh (50 metres each)		
Hand line marker		
Tins of paint for hand line marker		
Chevron boards and stands (black and yellow)		
Yellow and black hazard tape		
Prepare traffic management plan		
Road Closure		
Other (please specify)		
<b>TOTAL</b>		

OFFICE USE ONLY			
Approved		Date	
CRM Sent		Date	
Costing #			

## Forward this application form:

BY POST	EMAIL	IN PERSON
Community Development Burdekin Shire Council PO Box 974 AYR QLD 4807	communitygrants@burdekin.qld.gov.au	Deliver to: Community Development Office 108 Graham Street, AYR