
Newcastle Port Community Contribution Fund

Application Form for 2017 - Round 3

Instructions for completing the Application Form

- Respond in a clear, succinct manner
- Focus on adequately responding to the question being asked
- Ensure you are using the latest version of Adobe PDF Reader to view and complete the Application Form (PC and Mac)
- Ensure that your application is less than 10MB total (including the completed Application Form and all relevant attachments) as the email account for submitting applications will not accept emails over that size
- If you are unable to provide evidence that you meet all of the Eligibility Criteria your application will not progress
- The Application Form contains text boxes which are fixed and cannot be expanded. Your response must fit within the space provided
- Do not include or attach unnecessary information
- All amounts must be exclusive of GST

Once you have completed the Application Form, please ensure that a duly signed copy and all its attachments are submitted to npsc@hdc.nsw.gov.au by 5pm Thursday 15 June 2017.



Applicant Details

Applicant Details

Name of Applicant

ABN / ACN

Contact Name

Title

Telephone

Email Address

Joint Applicant Details

Name of Joint Applicant

ABN / ACN

Project Details

Project Name

Project Location

Project Summary

You may attach additional information, such as plan and designs, to your application.

Project Cost

Funding Sought

Eligibility Criteria

1. Project Area

Is your project within the NPCC Project Area?

YES

To confirm the above:

a) Please insert the address of your Project:

b) Mark out the location of your Project on a copy of the NPCC Project Area plan (which can be found at www.hdc.nsw.gov.au or [here](#)) and attach a copy to your application.

2. Project Type

Which of the following categories does your project fall within?

Environmental

Public domain

Port related community infrastructure

Heritage restoration works

Activation

Please explain how your Project fits within the category you have selected and why it is not a repair, maintenance or operational Project:

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- 3. Funding Request**
- Are you seeking funding for between \$10,000 and \$500,000 exclusive of GST? YES
- How much funding are you seeking?
- What will the funding be used for?
- Planning and Design (to a maximum of 10% of the funds requested)
 - Construction / Delivery
- Funding for items of equipment not part of a broader Project, operational costs and maintenance costs will also not be eligible.*
- 4. Applicant Organisation Type**
- What type of organisation are you?
- Community group
 - Not-for-profit
 - Local Council
 - State Government agency
 - Land owning / managing agency or organisation
- 5. Landowner consent**
- If you don't own the land on which the Project will be delivered, do you have landowner consent to deliver it? YES
N/A
- If you select YES you **must** attach written evidence of that consent.*
- 6. Public Project**
- Can you demonstrate that your project is not a private or commercial one and will benefit the community? YES
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Assessment Criteria

**1. Economic,
environmental and
social benefits**

What is the degree of material public or community benefit of the Project?

What is the Project's contribution to: realising or increasing local tourism, community interaction and engagement; activation of community lands; enhancing port related community infrastructure; preserving and enhancing heritage items around the Port; building capacity of lands around the Port; and improving environmental quality of air, land and waterways around the port?

What demonstrated need or requirement does your project address and to what degree?

2. Project attributes

What is the total cost and affordability of the Project? You must attach a detailed breakdown and supporting cost information.

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Who will deliver the Project, and how and when will they do so? You must attach a project program.

Attach examples of recent, similar projects delivered by this team, to your application.

Does the Applicant own the land the subject of the Project? If not, what rights does the applicant have to use it? Are those rights for more than 5 years?

To what extent are other funds available towards the cost of the Project? Attach evidence of the commitment and timing of those funds.

What are the estimated project risks and proposed risk management approaches?

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Declaration

The Applicant:

- Warrants that the information in the application has been prepared on the basis of its own due diligence and advice and is true and accurate;
- Acknowledges that neither submitting an application nor being invited to participate further in the Newcastle Port Community Contribution 2017 Round 3 process results in a binding agreement with any person and does also not deem that any or all elements in an application as submitted are acceptable; and
- Acknowledges the Newcastle Port Community Contribution 2017 - Round 3 Guideline document.

Signed by

Name of Authorised Person

Signature of Authorised Persons

Position of Authorised Person

Date
