



FACILITIES GRANT **BUILDING & PROPERTY**

*Supporting and building capacity of community groups
and club through community grants*

COMMUNITY
GRANTS
PROGRAM

Community Grant Program

Buildings and Facilities Grant

The Shire of Wyndham East Kimberley is committed to providing support for not for profit, community based, sporting, cultural, environmental, service groups and associations. This support is to foster high quality programs, community events, facilities and services that provide benefit to the community in alignment with the Council's Strategic Community Plan.

The Buildings and Facilities grant aims to assist community groups within the Shire to upgrade and extend community facilities that will benefit the community. The fund provides an opportunity to partly fund an infrastructure project with strong community benefits.

DATES

Applications are open on an annual basis during a one month period. This period is after the annual budget is adopted, contact the Community Grants and Events Officer on events@swek.wa.gov.au to find out the open and close dates.

FUNDING AMOUNTS

- Applications over \$500 and up to \$20,000
- Applications must not exceed 50% of the total project cost

FUNDING CRITERIA

Ongoing or one off projects that demonstrate benefits to the community including but not limited to:

- Planning, design and development for the establishment, enhancement or extension of community facilities.
- Capital improvements to community facilities.
- Technology and website upgrades that will provide benefit to the wider community

ELIGIBILITY AND CONDITIONS

This is to be read in conjunction with the general eligibility referred to in the Shire [Community Grant Guidelines](#). The following specific conditions apply to this category:

- Projects undertaken on Shire owned or managed land
- Projects undertaken on land in community ownership, long-term lease or management order will also be considered
- Applications will be prioritised based on how the application supports the goals of the Shire's Strategic Community Plan.
- Organisations are eligible for one Community Facility Grant per year only

Applications in this category should include quotes if possible.

ASSESSMENT, APPROVAL AND AWARDING

1. Shire Officers review all applications for eligibility.
2. The Community Grants Review Panel use the Assessment Criteria to assess all eligible applications
3. The Community Grants Review Panel make recommendations to Council for funding
4. The Council considers the recommendations at a confidential Council meeting
5. The Council makes the final decision on the outcome of all eligible applications
6. All applicants will receive a letter and/or email with the result of their application within 21 days of Council decision

PAYMENT OF GRANT

If your application is successful you will be required to sign a grant agreement that will outline the requirements for payment of grant funding including payment milestones.

Prior to applying, please also read the Community Grant Guidelines on the Shire's website www.swek.wa.gov.au

If you have any queries, please contact the Community Grants and Events Officer on 08 9168 4100 or email events@swek.wa.gov.au.

SUBMITTING YOUR APPLICATION

Please submit your application via email, post or in person.

(By email) events@swek.wa.gov.au

Subject: Community Quick Grant Application

(In person) Kununurra Shire Office, 20 Coolibah Drive Kununurra or

Wyndham Shire Office, 6 Koolama Street Wyndham

(By mail) Community Development, PO Box 614 Kununurra WA 6743

Thank you for reading these guidelines along with the Community Grant Guidelines – Good luck with your application

1. Organisation Details

Organisation Name	Artopia Gallery (Auspiced by KWAC)	
Organisation Address	144 Konkerberry Drive	Postcode: 6743
Postal Address	PO Box 2261	Postcode: 6743
Chairperson/President	Cally Bugg	
Organisation Phone	0402 696 031	
Organisation email	cally@artopiagallery.com.au	
Contact Person Name		<input checked="" type="checkbox"/> Same as above.
Contact Person Phone		<input checked="" type="checkbox"/> Same as above.
Contact Person Email		<input checked="" type="checkbox"/> Same as above.
Is your organisation incorporated?	<input checked="" type="checkbox"/> Yes: Please provide association number and attach a copy of your incorporation certificate. Association Number: <u>62195764089</u>	<input type="checkbox"/> No: You are not eligible to apply
Do you have Public Liability insurance?	<input checked="" type="checkbox"/> Yes: Please attach a current copy of your Public Liability Insurance certificate. (must be current and must provide cover for the proposed grant)	<input type="checkbox"/> No: Your application may be deemed ineligible.
Are you registered with an Australian Business Number?	<input checked="" type="checkbox"/> Yes ABN or ARBN: <u>86 096 819 943</u>	<input type="checkbox"/> No
Do you have a copy of the organisations financial statement?	<input type="checkbox"/> Yes: Please attach a copy of financial statement (Financials from last endorsed Annual General Meeting)	<input type="checkbox"/> No: Your application may be deemed ineligible
About Your Organisation Please describe your organisation and its purpose in 200 words or less.	(how long has it existed, history, current membership, include any other important information for the assessment panel to consider) Artopia Gallery is primarily a fine art gallery in Kununurra, but Cally Bugg, the owner, has since 2018, successfully facilitated multiple mural projects across the Kimberley as a means to engage "at risk" youth and get them involved in projects where they can take some ownership and pride.	
Are you a membership based organisation?	<input type="checkbox"/> Yes Number of active members: _____ Annual membership fee: _____	<input checked="" type="checkbox"/> No
Please indicate the target groups your organisation aims to engage.	<input checked="" type="checkbox"/> Children (under 12) <input checked="" type="checkbox"/> Young people (12 – 17) <input checked="" type="checkbox"/> Women <input checked="" type="checkbox"/> Men	<input checked="" type="checkbox"/> Older people (55+) <input checked="" type="checkbox"/> Aboriginal and Torres Strait Islander people <input checked="" type="checkbox"/> People with a disability <input checked="" type="checkbox"/> People from culturally diverse backgrounds <input checked="" type="checkbox"/> Low income families <input type="checkbox"/> Other: _____

2. About Your Project

Project title	Community Mural Project		
Dates of project	Start: 11 May 2024	Finish: 26 May 2024	
What best describes your project?	<input type="checkbox"/> Planning or design	<input type="checkbox"/> Construction	<input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Other Murals
Address of project	Coles Shopping Centre Building		
Owner of property	Managed by First National		
Do you have property owner's permission?	<input checked="" type="checkbox"/> Yes: Please attach evidence of permission (if applicant is not owner)		<input type="checkbox"/> No:
Description of project	<p>Please provide a description of your project works. What do you want to construct, install, demolish, refurbish? What spaces will be created or changed? (Please provide drawings, specifications, maps etc.)</p> <p>The Kununurra Community Mural Project embodies a commitment to inclusivity, cultural celebration, and regional pride. Through community engagement, including workshops and collaborative sessions, residents of all ages are invited to shape the vibrant murals in our town. This initiative not only revitalises the aesthetic appeal of Kununurra but also fosters a sense of ownership and belonging among youth. By prioritising involvement from local artists, businesses, and community members, the project amplifies the unique identity of Kununurra while also attracting tourists. Moreover, by honoring and promoting the culture of local Aboriginal people, the murals serve as visual tributes to</p>		
Who will implement the project?	Artopia will manage the project with artists coming up from Perth.		
How will your project be implemented? Please list the steps to complete your project and who will be responsible for them	The artists have been engaged and dates set for them to come to Kununurra. The weeks before their arrival Cally will speak with the key organisations as well as engage TO and artists at Waringarri to come up with design concept ideas. Once the artists are here they will work with Waringarri and the relevant organisations to come up with designs for each of the buildings. Then they will start the projects and invite the community, particularly youth, to help in painting the murals.		
Who will the project benefit?	<input type="checkbox"/> Club members only <input checked="" type="checkbox"/> Young people (0-17) <input checked="" type="checkbox"/> Women <input checked="" type="checkbox"/> Men	<input checked="" type="checkbox"/> Older people (55+) <input checked="" type="checkbox"/> Aboriginal and Torres Strait Islander people <input checked="" type="checkbox"/> People with a disability	<input checked="" type="checkbox"/> People from culturally diverse backgrounds <input checked="" type="checkbox"/> Low income families <input type="checkbox"/> Other: _____
Is your organisation inclusive and open to all members of the community?	<input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No: Your application may be deemed ineligible

3. Project Outcomes

Demonstrate need for Shire grant funding	(Is the Shire's Community Grant Program the most appropriate source of funding? Why should the Shire fund your organisation? Why does the community need this project?) Grant funding is crucial to cover artist fees and material costs, which constitute the project's largest expenses. The Ewin Centre, East Kimberley Job Pathways and Kununurra Combank have come up with funding so we need to access funding for the Coles building which is the most crucial part of the project due to the extensive graffiti on that building.
How will the community benefit from the project?	Please describe what need the program will meet (social, cultural, recreational wellbeing) and how your organisation identified the need? Consider all members of the community. The community and youth of Kununurra will benefit immensely from the mural project. Actively involving residents fosters a sense of ownership and pride in their town, transforming eyesores into vibrant landmarks. Through workshops and collaboration, youth gain artistic skills and a deeper connection to their community, reducing vandalism and fostering responsibility. The project also celebrates Indigenous culture, promoting unity and understanding.
How will the program make the East Kimberley more liveable?	Please describe what the benefits of the project are to your organisation and the community. (Consider including who currently uses the facility and for what purpose, and how the project will change or improve it) The project significantly enhances livability in the East Kimberley region by beautifying Kununurra with vibrant murals, transforming drab spaces into cultural landmarks. Through community engagement and youth empowerment, it fosters a sense of pride and ownership, reducing vandalism and improving overall aesthetics.
What goals in the Strategic Community Plan will the project/ program Support?	(please refer to the Strategic Community Plan which is available on the Shire's website) Liveability - goal 1 and 2 Connection - goal 8
How will the project support these goals?	see above
What other strategic plans support the need for this program?	These may be such as a strategic plan, study or business plan, from your organisation your organisations governing body, or state government body. NA

<p>Are the community aware and supportive of the program?</p>	<p>Include which organisations have been consulted and include who supports the program (such as letters of support). Waringarri, EKCCI, EKJP, Combank, Ewin Centre and many other local organisations support this event and have been enthusiastic in meetings and discussions. Graffiti is a popular discussion amongst community members and supporting murals reduces the graffiti.</p>						
<p>Are there any other community groups, organisations or businesses involved in your project?</p>	<p>Please list who and describe how they will be involved? Waringarri Arts - Art approval for the project EKCCI, EKJP, Combank, Ewin Centre - funding murals on their businesses</p>						
<p>How many volunteers will assist with the program?</p>	<table border="1"> <tr> <td data-bbox="472 683 1286 734"> <input type="checkbox"/> Yes: </td> <td data-bbox="1292 683 1453 734"> <input checked="" type="checkbox"/> No </td> </tr> <tr> <td data-bbox="472 734 1286 808"> Who will manage the volunteers? </td> <td></td> </tr> <tr> <td data-bbox="472 808 1286 965"> What part will they be involved in? </td> <td></td> </tr> </table>	<input type="checkbox"/> Yes:	<input checked="" type="checkbox"/> No	Who will manage the volunteers?		What part will they be involved in?	
<input type="checkbox"/> Yes:	<input checked="" type="checkbox"/> No						
Who will manage the volunteers?							
What part will they be involved in?							
<p>How will your project make the facility more inclusive and accessible?</p>	<p>Please consider disability access and inclusion, family friendly facilities, increasing participation of minority groups. The mural painting will be done in the evening and into the night and will be open to any community member to be involved in. The benefit of doing it in the evening also means we are able to engage with the youth that are on the streets at night.</p>						

4. Budget

List all income and expenditure details relating to your funding request:

Please itemise the expenditure that you are requesting funding towards. The Shire's contribution through the grant must not exceed 50% of the total project cost up to a maximum of \$20,000. Volunteer labour is valued at \$25 per hour.

Please note that if successful in receiving a Building and Facilities grant you will need to acquit the costs against the budget submitted below. Please ensure the budget is as accurate as possible and include quotes where possible.

Written quotes are required for all expenditure items requested for funding in line with the following procurement policy:

- \$1000 - \$5000 One written Quote
- \$5001 - \$10,000 Two written quotes
- \$10,000 or more Three written quotes

Income	Amount	Expenditure	Amount
Requested amount for Building grant	10000		
see attached			
Cash Income Total	10000	Cash Expenditure Total	0
In Kind Income (what support are other organisations providing that aren't cash?)		In Kind Expenditure (what in kind expenses does your organisation have?)	
In Kind Total	0	In Kind Total	0
TOTAL INCOME	10000	TOTAL EXPENDITURE	0

Event Profit/Deficit

Please attach any other budget documentation to your application to assist in the assessment of your application.

5. Requested Funding Amount

Funding amount requested	\$ 10000
Percent of total project cost	%6

6. Declaration

<input checked="" type="checkbox"/>	I do hereby declare that I am authorised on behalf of the organisation to sign this declaration and the information supplied is, to the best of my knowledge, accurate and complete.
<input checked="" type="checkbox"/>	The Shire will be notified of any change to the information supplied and any other information or circumstances arising that may affect this application.
<input checked="" type="checkbox"/>	I understand that I may be required to supply further information prior to consideration of this application.
<input checked="" type="checkbox"/>	I understand that prior to the project I may need to seek Shire approvals.
<input checked="" type="checkbox"/>	I understand that if successful I will raise and supply an invoice to the Shire for the grant value to receive payment.
<input checked="" type="checkbox"/>	I understand any information disclosed in this form will only be used by the Shire for the purposes of managing funding proposals under the Community Grant Program and will be maintained in accordance with the <i>Privacy Act 1988</i> .
<input checked="" type="checkbox"/>	I understand that any decision made by the Shire is final and is not subject to an appeals process.
Organisation	Kununurra Waringarri Aboriginal Corporation
Name of signee	Kezia Smith DESLEY ROGERS
Position of signee	General Manager CHAIR PERSON
Signature	<i>DRogers</i>
Date	8 April 2024

Building and Facilities Grant

Acquittal Form

The funding acquittal must be completed and returned to the Shire four weeks after the completion of the project.

1. Recipient Details

Organisation Name	Artopia Gallery (Auspiced by KWAC)	
Organisation Address	144 Konkerberry Drive	Postcode: 6743
Postal Address	PO Box 2261	Postcode: 6743
Contact Person Name		
Phone		
Email		

2. Project/Event details

Project Name		
Dates of project	Start:	Finish:
Address of project		
Amount of grant funding received:	\$	
Outline key outcomes of the program.		

<p>Did the program encounter any issues? If so, how were these dealt with?</p>	
<p>Did you form any partnerships during the program?</p>	
<p>How did you acknowledge the Shire?</p>	<p>You must also attach proof of Shire acknowledgment.</p>

3. Expenditure Statement

Expenditure	Expected Amount	Actual Amount	Receipt attached
			<input type="checkbox"/>
			<input type="checkbox"/>
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			<input type="checkbox"/>
			<input type="checkbox"/>
Total expenditure		0	
Project surplus/deficit			

**any unspent funds are to be returned with the acquittal report*

4. Difference In Expected Budget

<p>If there was a difference in your expected and actual budget, please explain why</p>	
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5. Declaration

<input type="checkbox"/>	I certify to the best of my knowledge the details provided in this acquittal and associated documentation are true and correct.
<input type="checkbox"/>	I have included copies of invoices and receipts.
<input type="checkbox"/>	I have checked our figures add up and the expenditure equals the grant amount (50% of total project).
<input type="checkbox"/>	I acknowledge that the Shire was recognised for its contribution and that evidence of this recognition is attached.
<input type="checkbox"/>	I declare that the grant provide by the Shire of Wyndham East Kimberley has been spent in accordance with the purpose and conditions for which it was granted
Organisation	
Name of signee	
Position of signee	
Signature	
Date	