

**TOWN OF COTTESLOE
DONATIONS SUMMARY
FOR THE YEAR ENDED 30TH JUNE 2017**

	Organisation	Funding Requested	Summary	Recommendation
1	Shenton Christian YouthCare Council	\$ 2,500.00	Contribution to assist annual Chaplaincy program at Shenton College, and some of its feeder primary schools: Mt Claremont Primary School and Mosman Park Primary School, including allowance for the Year 7 students at Shenton College.	\$ 2,000.00
2	Lions Clubs District 201W1	\$ 3,000.00	To provide a day out for special needs, ill, vulnerable and underprivileged children in Cottesloe and Perth areas to attend the Lions Club's annual Razzamatuzz Show event. Some children attending draw from Lady Lawley Cottage in Cottesloe.	\$ 1,500.00
3	Cottesloe Childcare Centre	\$ 6,500.00	The contribution would be used for works to extend the permanent parking facilities at Cottesloe Child & Family Centre which houses the Cottesloe Child Care Centre, Cottesloe Toy Library and the Multipurpose Room. While Cottesloe Child Care Centre have requested \$6,500, the guidelines provide for a limit of \$5,000.	\$ 3,000.00
4	Melanoma WA	\$ 4,993.00	To assist with the costs associated with running the annual Melanoma WA Free Community Skin Screening Unit to be set up at Cottesloe Beach from 14 to 18 November 2016.	\$ 2,500.00
5	La Casa Dei Bambini Montessori Playgroup	\$ 4,000.00	The contribution would be used to purchase new materials and replace damaged and older items used by the playgroup, for example, books, a library storage cabinet, early learning resources, and maintenance work on broken or older toys and equipment.	\$ 3,000.00

	Organisation	Funding Requested	Summary	Recommendation
6	Surfing W.A.	\$ 5,000.00	The contribution would be used to cover some of the costs of the annual Whalebone Classic event which will be held over three days in 2016 at Isolators Reef, Cottesloe.	\$ 4,000.00
7	Lady Lawley Cottage	\$ 5,000.00	Contribution would be used to purchase replacement toys and play equipment used by clients at Lady Lawley Cottage. Lady Lawley Cottage in Cottesloe is a respite and high needs centre for children with disabilities.	\$ 4,000.00
8	North Cottesloe Surf Life Saving Club	\$ 5,000.00	Contribution would be used to assist with some of the costs of works to level the pavement along the front of the ocean side of the club, and also to install a safety hand rail at the beach ramp.	\$ 2,500.00
9	Cottesloe Playgroup	\$ 5,000.00	Contribution would be used to assist with the costs to improve the facilities at Cottesloe Playgroup, in the form of: purchasing Indoor play equipment and storage items, carrying out maintenance work on the external play areas, and installing outdoor seating furniture.	\$ 3,000.00
10	North Cottesloe Primary School	\$ 10,000.00	Contribution would be used to assist with some of the costs to renovate and upgrade older playground equipment at the Wanslea Early Childhood Facility at North Cottesloe Primary School. While North Cottesloe Primary School have requested \$10,000 the guidelines provide for a limit of \$5,000.	\$ 3,000.00
11	Seaview Community Kindergarten	\$ 4,746.51	Contribution would be used to assist with some of the costs to upgrade Seaview Kindergarten's older facilities, for example building a concrete path for the children to ride bicycles on, replace a broken data projector, painting inside the Kindergarten, and replacing the Centre's front door.	\$ 3,000.00
12	St Philips Anglican Church	\$ 5,000.00	Contribution would be used to cover some of the costs of purchasing modern Audio Visual equipment for the Church Hall, which is part of a larger plan for the facility to be more usable for internal learning sessions, community events, and workshops for the wider community.	\$ 3,000.00

	Organisation	Funding Requested	Summary	Recommendation
13	Westcoast Community Centre Inc.	\$ 1,700.00	To assist with the costs of printing the WCC Newsletter - which helps to advise the residents of the Town of the Community Centres events and activities.	\$ 2,000.00
14	ICEA	\$5,000.00	Contribution towards annual ICEA Carnival	\$2,500.00
TOTAL		\$ 67,439.51		\$ 39,000.00

26th October 2016

Town of Cottesloe
109 Broome Street
Cottesloe WA 6011



Relax. You're in Cottesloe.

Attention: Mat Humfrey

Re : Cottesloe Village Christmas Decorations

Dear Mat,

The 2015 initiative of ProCott was the initiation of Christmas decorations installations to Cottesloe Village to create a unique, welcoming and festive environment for our visitors. After the success and positive feedback from the initial phase in 2015, the board has decided to continue to increase the decorations as part of the initial 5 year proposal. The strategy is to increase the Christmas installations to include the entire Cottesloe Village and to provide an environment for our visitors to look forward to our each year.

We believe this decoration initiative is a key step in maximizing and capitalizing on the high level of goodwill and public awareness of Cottesloe Village, which sees visitors from across the suburbs of Perth. As a part of this initiative ProCott foresees the establishment of a community event incorporating the "Turning on The Village Christmas lights" once the number of decorations reach an adequate level throughout the Village.

Commencement has begun on our second year decoration purchases. With the generous assistance from the Town of Cottesloe in 2015 Procott was able to invest in 4 large free standing illuminated lights that took pride of place in Napoleon Street. This year we would like to replicate the order to extend the illuminated stars into Station and possibly Jarrad Street. This will assist in creating a unified, connected atmosphere throughout the area.

The cost of implementing these illuminated decorations is \$2855 per unit plus freight (ex east coast). The purchase of these items allows the reuse in the coming years. This is a substantial investment for Cottesloe Village, however we are confident that they will continue to impress and provide a good return, and they could also be easily used in other locations around the Town of Cottesloe.

Procott will also incur the costs of more decorations for installation in the street trees plus the installation, removal and annual storage costs. We would greatly welcome the Council's assistance to acquire more stars, by provision of a grant. It is, we believe a purchase that adds great value to Cottesloe Village and to Cottesloe.

As our budget is limited we would like to be considered for and greatly appreciate any financial assistance available. I have attached relevant documents in support.

Yours sincerely,

Kevin McCabe

Procott Inc
PO Box 460 Cottesloe, WA 6011
0419 923 619
enquiry@cottvillage.com.au
www.cottvillage.com.au

DONATIONS

(1) OBJECTIVE

Encourage independence and self reliance within the community.

(2) PRINCIPLE

Council recognises the value of charitable organisations within our community to assist in the development of appropriate services suited to the community's needs. Council is committed to a positive approach as a corporate citizen and will provide aid to those organisations as is possible within budgetary constraints.

(3) ISSUES

A range of organisations and individuals seek financial assistance from Council annually. Council is not in a position to provide substantial assistance to all requests. Requests are received from organisations which may not be registered charities and from organisations about whom little is known. Requests are received from organisations which may provide limited assistance or be of little relevance to the Cottesloe community.

(4) POLICY

(4.1) All applications to be in the form as set out in the attached Schedule.

(4.2) All applications will be assessed by the CEO in accordance with the criteria set out below.

(4.3) The CEO may refer applications that meet the criteria set out below to Council.

(4.4) Donations will be made by Council at its absolute discretion and Council may be guided by the following criteria.

ASSESSMENT CRITERIA

Donation requests will not be considered where;

- The applicant is a private and for profit organisation or association.
- The applicant is an individual person.
- The application is in relation to general fundraising.
- The application is for funding for conferences and conventions.

Priority will be given where ;

- The applicant is a registered not for profit organisation and has a base or visible presence in Cottesloe or with in the Western Suburbs;

TOWN OF COTTESLOE POLICY

- The applicant is a community group based in Cottesloe or has a visible presence within Cottesloe or has significant impact on residents of Cottesloe.
- The applicant can demonstrate that the funds will provide some benefit to Cottesloe residents.
- The funds are required for a new initiative or significant once off project.
- The applicant has not received a donation from Council within the previous two years.
- If the donation is for an event entry to the event is free of charge to Cottesloe residents to attend and participate.
- The application is made in the financial year prior to the funds being required in time for inclusion in the coming year's budget deliberations.

RESOLUTION NO: **12.1.6**
ADOPTION: **August 2004**
REVIEW: **August, 2012**



DONATIONS APPLICATION FORM

Donation requests should be made before 1 April each year for funding in the next financial year.
Priority is given to new initiatives which enhance the lifestyles of those living within the area. Previously successful applicant should not assume that funding will always be granted. Other sponsorship priorities and eligibilities are listed on an attached sheet.
This information form is designed to assist you in making your application for donation and to enable us to efficiently deal with your request.

Name of Organisation:

Postal Address

.....
Contact & Position

Telephone (W)..... (H).....

Aims of Organisation.....

.....
When was your organisation established?

Is your group a non-profit organisation? YES/NO Is your group a registered association? YES/NO

Does your group have an ABN number? YES/NO If yes, ABN Number

.....

(Please note the Council can only make grants to organisations with a bank account)

Has the Town of Cottesloe previously assisted your organisation by either direct donation or by waiving service costs? YES/NO

.....

If YES date of previous assistance

If YES amount of previous assistance \$

Purpose of previous assistance.....

.....

Present Application

Amount requested from the Town of Cottesloe \$

Date when donation request is required.....

Project Details

If you have any further information you would like to include with your application form please attach.

Project Description

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TOWN OF COTTESLOE POLICY

How will the event/project benefit the Cottesloe community?

Is this a regular project or a one-off event? Please detail

Please detail how the sponsorship from the Town of Cottesloe will be used

Will there be a cost involved for the Cottesloe community for participation in your event or project eg. Entry fee YES/NO

If YES please detail

What acknowledgement will the Town of Cottesloe receive for it's donation?

Budget Summary

Please attach a detailed budget for the project if appropriate

EXPENDITURE	\$
	\$
	\$
A	TOTAL EXPENDITURE	\$
INCOME	Your Contribution.....	\$
	\$
	\$
	\$
	\$
	Box office/entry fees/sales estimates (if appropriate)	\$
	Amount requested from the Town of Cottesloe	\$
B	TOTAL INCOME	\$

Donation Agreement

If donation is approved I agree:

- To provide the Town of Cottesloe with a tax invoice for the amount granted
- To present the Town of Cottesloe with a report on the event including a financial report of the sponsorship expenditure, copies of material which feature the Town's logo and a brief assessment of the project's success (Donation's over \$500 only)
- Please notify Council immediately, if the donation amount granted is used differently to what was listed in the application form

Signed Dated

Please return to: Chief Executive Officer
 Town of Cottesloe
 109 Broome Street
 COTTESLOE WA 6011



DONATION ASSESSMENT CRITERIA

Applicants should note that donations will be made at the absolute discretion of Council and that Council may use the following criteria when assessing applications.

Donation requests will not be considered where:

- The applicant is a private and for profit organisation or association
- The applicant is an individual person
- The application is in relation to general fundraising
- The application is for funding for conferences and conventions

Priority will be given where:

- The applicant is a registered not for profit organisation and has a base or visible presence in Cottesloe or within the Western Suburbs
- The applicant is a community group based in Cottesloe or has a visible presence within Cottesloe or has a significant impact on residents of Cottesloe
- The applicant can demonstrate that the funds will provide some benefit to Cottesloe residents
- The funds are required for a new initiative or significant once off project.
- The applicant has not received a donation from Council within the previous two years.
- If the donation is for an event entry to the event is free of charge to Cottesloe residents to attend and participate.
- The application is made in the financial year prior to the funds being required in time for inclusion in the coming years budget deliberations