

COMMUNITY

FUNDING PROGRAM

ANNUAL GRANT



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

2026/27 APPLICATION FORM

 2024 MERREDIN SHOW

ANNUAL GRANT



 MERREDIN SWIM CLUB

The Annual Grant is for projects/events seeking cash funding, in-kind contributions or fee waivers up to the value of \$10,000 (ex GST) per financial year.

The 2026/27 Annual Grant opens on Wednesday 1 April 2026 and closes at 12:00PM AWST on Wednesday 13 May 2026. Please note, late applications will not be considered.

Applications will be considered by Council at the May Ordinary Council Meeting. Applicants will be notified in July of the outcomes, and funds will be released by August, once the budget is approved.

Who can Apply

- Not for profits, community groups, and organisations.
- Sporting groups and associations.
- Individuals on behalf of a group.

Eligibility

- Incorporated association.
- Unincorporated associations require an auspice by an incorporated organisation (the auspice organisation can apply for their own grant).
- Organisations are not required to be located within the Shire of Merredin, but must prove the application benefits the Shire of Merredin Community.
- All activities included in the application must be for the relevant financial year.

Criteria

- Must align with the Shire of Merredin Council Plan.
- Must demonstrate the ability to deliver the activity.
- Must demonstrate the community need being met.
- Provide any evidence of co-funding, or funding from other sources (optional).
- Demonstrate commitment to accessibility and inclusion.

Acquittal Requirements

- Acquittal forms will be provided to recipients.
- Recipients are required to provide a financial and performance-based acquittal report.
- Must demonstrate how the Shire of Merredin is appropriately acknowledged.

INELIGIBLE

The following are ineligible to receive funding through the Shire of Merredin Community Funding Program - Annual Grant:

- Government departments (excluding Schools within the Shire).
- Organisations with outstanding Shire acquittals.
- Events which generate financial profits for commercial companies or individuals.
- Activities which duplicate an existing service.
- On-going operational expenses (example: administration costs, wages, insurance, utilities, communications or rent).
- Retrospective activities, or activities which will start before the applicant is notified of the outcome.
- Activities which are the core responsibility of another funding body or government department.
- Purchase of alcohol.
- Sporting related consumables that are requested by individuals (applications for equipment and uniforms for club/team use, are eligible).
- Funding for a political purpose.
- Activities which conflict with a Shire event.
- Cash prizes or gifts.
- Activities which promote racism, violence or discrimination.
- Activities which put the reputation of the Shire of Merredin in disrepute.



TERMS & CONDITIONS

- No outstanding debts with the Shire (greater than 60 days)
- Applicants who meet an identified need, target group or activity identified in the Council Plan will be viewed favourably
- Applications that demonstrate own or other financial contribution sources will be viewed favourably
- All applications will be formally assessed and prioritised in line with the Shire budget
- All decisions are final and no appeals will be considered
- Applications must be acquitted by 30 June in the relevant financial year, unless stated in the grant agreement
- All unacquitted and unexpended funds are to be returned within 30 days, or as agreed to by the Shire of Merredin
- Applications must be discussed with the relevant Shire employee prior to submission
- Funds are to be spent in accordance with the approved activities submitted in the application
- The Shire of Merredin must be acknowledged for the contribution during the course of the funding activity/ program/ event, as agreed in advance

Application Requirements

- Proof of incorporation
- ABN details
- Public Liability Certificate
- Previous years financial statement and balance sheet
- Applicants must obtain all required permits, certificates, and approvals

Healthy Communities

Applicants will be highly valued for their commitment and effort towards public health and creating healthy communities. The Shire encourages smoke-free and alcohol-free events and activities.

MORE INFO

Please contact the Community and Culture team to discuss your application and for more information by calling 9041 3295 or email cumminstheatre@merredin.wa.gov.au.



ANNUAL GRANT

APPLICATION FORM

APPLICANT DETAILS

Name of Organisation / Group

Primary Contact

Name:

Phone:

Email:

Postal Address

Phone Number

Date of Project/Event

Is your organisation registered for GST?

Yes

No

Organisation ABN

Does your organisation receive annual funding of Federal Government funding? If yes, please explain below:

Briefly summarise your project:

Is your group incorporated?

Yes

No

If yes, have you attached a copy of your Incorporated Certificate?

Yes

If no, please provide the name of the Auspicing Organisation:

PROJECT/EVENT DETAILS

Project/Event Name

Expected Start Date

Expected End Date

Please describe in detail the project/event you wish to fund with the grant, including location and dates:

How will you acknowledge the Shire of Merredin in the project?

CRITERIA

Describe in detail your ability to deliver the activity:

Describe the community need being met and the community benefit from your project:

Provide any evidence of co-funding, or funding from other sources (applications with this will be looked on more favourably):

Describe in detail your commitment to accessibility and inclusion in your project:

How many people in the community will benefit?

SHIRE OF MERREDIN COUNCIL PLAN 2025 - 2035

Describe how your project / event aligns with the Shire of Merredin Council Plan:

Please tick the relevant themes your project addresses in the Council Plan below, and provide a brief description.

<i>THEME</i>	<i>GOALS</i>	<i>TICK</i>
Community & Culture	Merredin is rich in culture, arts, sport and community life. Everyone is safe. Everyone belongs.	<input type="checkbox"/>
Economy & Growth	Merredin is a regional hub that thrives with a job-rich and multi-faceted economy, building on local strengths and supporting local and regional business growth.	<input type="checkbox"/>
Environment & Sustainability	Merredin looks after the natural environment and supports innovation to improve sustainability.	<input type="checkbox"/>
Communication & Leadership	The Merredin community is highly engaged in planning and action for its future, with a well governed, forward-looking, and proactive local government.	<input type="checkbox"/>
Places & Spaces	Merredin is an attractive regional town, with inviting public spaces for residents and visitors to access and share.	<input type="checkbox"/>
Transport & Networks	Merredin has a well-connected infrastructure network, linking people and industry both regionally, and nationally.	<input type="checkbox"/>

FINANCIAL INFORMATION

Has the organisation previously received funding from the Shire of Merredin? Yes No

If yes, please complete the following:

Year	Purpose of Funding	Amount Received	Acquittal Completed?

DECLARATION

Checklist	
No outstanding debts with the Shire (greater than 60 days)	<input type="checkbox"/>
Proof of Incorporation (either applicant or auspicing organisation) attached	<input type="checkbox"/>
Public Liability – Certificate of Currency attached	<input type="checkbox"/>
Previous years financial statement and balance sheet attached	<input type="checkbox"/>
Quotes for any costs over \$1,500 ex GST attached	<input type="checkbox"/>
Discussion held with relevant Shire employee	<input type="checkbox"/>
Any relevant booking forms for in-kind requests are attached	<input type="checkbox"/>
Any funding from other sources, for this activity is attached	<input type="checkbox"/>
Supporting documents attached (ie. letters of support) (if applicable)	<input type="checkbox"/>

Please read, tick the boxes and sign

- I acknowledge that I am authorised to make this application on behalf of the organisation/group.
- I acknowledge that the information in this application is true and correct.
- I acknowledge that I may be required to supply further information prior to consideration of this application by the Shire of Merredin.
- I give permission for the Shire of Merredin to promote this grant as part of any communications and public relations activities.
- If applying for in-kind support, the relevant booking form is attached.
- I agree to the terms and conditions of the grant.

Signature

Date

Name

Please return completed forms to the Cummins Theatre, or email to cumminstheatre@merredin.wa.gov.au.



Shire of Merredin



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#innovatingthewheatbelt