



# YOUTH SPONSORSHIP GUIDELINES AND APPLICATION FORM

## MINOR ASSISTANCE FUNDING

### APPLICATION / REGISTRATION INFORMATION

**Please submit your completed form to:**

District Council of Loxton Waikerie  
PO Box 409  
29 East Terrace, Loxton SA 5333  
Email: [council@lwdc.sa.gov.au](mailto:council@lwdc.sa.gov.au)

**For enquiries, please contact:**

Name: Sue Schultz  
Position: Community Development Officer  
Phone: 08 8584 8000  
Email: [council@lwdc.sa.gov.au](mailto:council@lwdc.sa.gov.au)

**Applications may be received throughout the year – please allow for up to 8 weeks for approval**

### General Activities Funded

The Loxton Waikerie Council has committed funds for the purpose of providing one-off donations to assist young local individuals to attend State, National or International representative activities. Events may include sporting or cultural endeavours.

The final sponsorship amount will be made at the discretion of Council assessors.

Applicants can apply for up to the following maximum amounts:

- \$150 if activities are held within South Australia (or within the Sunraysia district)
- \$250 if activities are held interstate.
- \$450 if activities are held overseas.

### Application Process

#### Application Criteria

- Applications may be made throughout the year.
- Applications may be made for past events within three months of the application submission date.
- Only one successful application can be submitted per person per a 12 month financial year period.
- Sponsorship will not be available to applicants whose club/organisation receives substantial commercial sponsorship(s).
- Other criteria at the discretion of Council.
- Approval is subject to annual budgetary limitations.

No applicant can be guaranteed funding, nor can any applicant be guaranteed to receive the full amount requested.

## Application Form

1. All applicants should fill out the appropriate application form.
2. Should attachments be necessary please number the pages and staple.
3. Please do not bind applications.
4. Please include all information required. Incomplete applications may not be accepted.

The Community Service Department administratively oversees all aspects of the Youth Sponsorship. Review and assessment of applications are made by the Department. The Community Services Department may request additional information to be supplied by the applicant/s to assist with the assessment process. Council will attempt to notify applicants of the outcome within 8 weeks of receipt of the application.

## Submitting your Application

Please see page 1 for details regarding application lodgement and contact details for further information.

## Eligibility

The eligibility criteria for this category are as follows, applicants must be:

1. A resident of the Loxton Waikerie Council area
2. Reliant on parental support (as a general rule)
3. Aged 21 years or under at the time of the sponsored event or competition.
4. *Participating in competitions, events or programs representing the District, State or the Country within South Australia, interstate or internationally such as (but not limited to):*
  - Sport and recreation.
  - The Arts eg visual, creative, performing, music, dance;
  - Debating.
  - Youth Leadership eg Youth Parliament, youth forums;
  - Community, culture and heritage.
  - First Nations.
  - Environmental.
  - Technology and innovation.
  - Events or workshops that develop personal or professional skills and experience.
  - Leadership programs or conferences
5. Your application will require evidence from your local club, state or national body.
6. Only one successful application can be proposed per person per 12 month financial year period.

Preference will be given to individuals who may not otherwise be able to attend the function without this support.

## Ineligibility

In general, funding will not be provided in the following circumstances:

1. For scholarships and student exchanges.
2. Commercial venture or political activities.
3. For services that are a primary funding responsibility of either the State or Federal Government (i.e., school based competitions are generally ineligible as they are considered to be primary funding responsibility of the State Government);
4. Where individuals (or immediate family) are not fulfilling existing legal obligations with Council in regard to leasing, or any other financial obligation with Council; and
5. For fundraising or activities that have a primary aim of supporting a charity.

## **Payment of Sponsorship**

When notification is made of a successful application, applicants will be requested to provide their bank details to Council to enable payment of the funds. Payment will be made by EFT.

In the instance that the event the applicant is attending is cancelled, funds are to be returned to Council unless the applicant can demonstrate that a considerable amount of the funds have been expended and are unable to be refunded.

## **Recognition**

Successful applicants (the youth member who received the funding) must provide a brief report of the event they participated in along with supporting photos within one month after attending their event. This report will be included in a Community Development information report in Councils annual report.

What to include in the report – some suggestions and ideas:

- What did you learn from the experience?
- Tell us about your favourite part/s of your experience?



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### SECTION 1 – APPLICANT DETAILS

Name			
Parent/ Guardian Name			
Postal Address			
Phone		Mobile	
Email			
Age		Club/School	

### SECTION 2 – ORGANISATION/GROUP DETAILS

Organisation Name			
Postal Address			
Adult Members		What % of members residing within the District Council of Loxton Waikerie	
Junior Members (U18)			
Contact Name		Position in Organisation	
Contact Phone			
Contact Email			
Is your organisation incorporated			

Event Name and Details

Include why you need this support.

Selection letter(s)  should also be attached

If you require more space, please tick  and attach additional information

Sport or activity type		Location	
Event start Date		Event completion date	
Amount Requested <input type="checkbox"/> \$150 (competition is held within South Australia or within the Sunraysia District) <input type="checkbox"/> \$250 (Competition is held interstate) <input type="checkbox"/> \$450 (competition is held overseas)			
Estimate Cost of Trip	\$		
Will your activity still be able to proceed if only partial funding was received?	<input type="checkbox"/> Yes	Details:	
	<input type="checkbox"/> No		

### SECTION 3 – FUNDING SUPPORT

It is encouraged that individuals and groups seek funding. Sponsorship from other sources.

Will you be seeking funding from elsewhere?	<input type="checkbox"/> Yes Please list details below	
	<input type="checkbox"/> No	
Where from?	How Much?	Is it Confirmed?
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

### SECTION 4 – APPLICATION SUBMISSION AGREEMENT

I hereby certify that the information contained herein is a true and correct record to the best of my knowledge. I have read and understood the Youth Sponsorship program guidelines and eligibility criteria.

<input type="checkbox"/> I have been authorised to prepare and submit this application on behalf of the above mentioned person
<input type="checkbox"/> The information contained in the applications is true and correct
<input type="checkbox"/> I have read and understood the Youth Guidelines and eligibility Criteria
<input type="checkbox"/> All sections of the application are complete
<input type="checkbox"/> Attached a copy of the applicant's selection letter from the peak governing association
<input type="checkbox"/> Attached any additional information if you have ticked the box for requiring more space
<input type="checkbox"/> An authorised representative of the sponsor organisation has signed the submission agreement
<input type="checkbox"/> Agreement to Funding Conditions has been signed

### YOUTH SPONSORSHIP AGREEMENT TO FUNDING CONDITIONS

Name (printed)			
Parent/Guardian if under 18			
Role in Organisation			
Signature		Date	

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