



## HYNE TUMBARUMBA COMMUNITY TRUST GRANTS GUIDELINES

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### Introduction

Under an agreement with Hyne & Son Pty Limited a Public Benefit Agreement has been established to support the Tumbarumba community. This Fund is administered under the direction of a Board of Directors consisting of three members of the Tumbarumba community, one Local Council member and two representatives of Hyne Timber.

To be known as the **Hyne Community Trust**, the yearly allocation of funds (**minimum \$10,000**) will be to assist groups that are able to demonstrate that their activities benefit the Tumbarumba community.

The Trust will look to support projects that will provide long-term social benefit to the Tumbarumba community. These may be in the areas of:

- Arts and cultural activities;
- Sport and recreation;
- Community welfare,
- Heritage; and
- Tourism.

Please read through the document carefully as it explains the Hyne Community Trust's eligibility criteria and terms which are to be complied with in completing the official application form.

### Aim

Funding preference is for long-term, physical assets that support the community in the ongoing development or refurbishment of the recreational, social or cultural needs of members of the Tumbarumba community.

### Objectives

The objectives of the Hyne Community Trust grants are to:

- Encourage cooperation and sharing between community groups to ensure that a wide range of people can benefit from community resources.
- Increase the range of, and access to, quality community, recreational, social and cultural activities, programs and services.
- Support community development initiatives and socially responsible community activities.
- Support groups that are working to assist economically or socially disadvantaged people.
- Maintain a documentary evidence for each project approved for funding to act as a reference point into the future.

### What Won't Be Funded

- Projects which, in the opinion of the Committee, are the operational responsibility of Federal, State or Local Government.
- Organisations planning activities that are, in the opinion of the Committee, hazardous.
- Private and commercial businesses and organisations.



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- Applications from individuals.
- Political organisations or events.
- Requests from religious organisations.
- Conference organisers or potential attendees at conferences or symposia.
- Applications that are not completed on the Hyne Community Grants Application Form.
- Organisations or groups that do not clearly demonstrate a need for funding, or those who provide insufficient information to allow the Hyne Community Trust to make a fair assessment of need.
- Requests for retrospective funding where projects have commenced or are completed prior to receiving funding approval.
- Applicants who have failed to comply with the acquittal process or guidelines for previous grants.
- Projects that will require ongoing funding or support whereby no such ongoing funding or support is currently available.
- General administration and operating costs of organisations such as wages, salaries and project management costs.
- Routine or cyclical maintenance works to existing facilities.
- Programs or services that are delivered outside of the Tumbarumba region (including Batlow and Tumut regions). The Tumbarumba region is defined by the following map:





## Grant Conditions

- Projects or events funded must clearly identify and formally recognise and promote the level of assistance provided by Hyne Community Trust in all publications, promotional materials, media releases and newsletters, as well as at program launches and/or the event itself (i.e. via speeches and placards).
- All projects and events must abide by State and Federal Government legislation in relation to discrimination in the provision of goods, services and facilities.
- The number of applications may exceed the amount of funds available, and worthwhile projects cannot guarantee support, regardless of merit.
- Funding of applications is at the discretion of the Committee within the broad eligibility criteria and the guidelines and remains subject to the satisfactory completion of a Proforma once a grant has been provisionally awarded.
- All grants are to be expended within the financial year of the grant being awarded or provide sufficient evidence to the Hyne Community Trust Committee as to why the Committee should agree to carrying funds into the next financial year.
- Successful applicants will provide Hyne Community Trust with a Project Completion Report and a photo of the completed funded project.
- All project proponents must provide two [2] quotes for each project over the value of \$10,000.
- Hyne Community Trust may impose other special conditions on any successful applications.
- The Committee may determine the annual maximum allocation and there is no guarantee that any application will be fully funded.
- Depending on the nature of the project, the Hyne Community Trust may make progress payments and include specific accountability requirements.
- Where the Committee declines to support an application, it has no obligation to advise reasons for an individual decision.
- GST on items will not be paid for.

## Other Considerations

- Hyne Community Trust encourages community groups to undertake joint grant applications.
- Priority will be given to groups that demonstrate the greatest community need.
- Approval of funding does not guarantee an applicant of funding in subsequent years.
- The final decision regarding funding rests with Hyne Community Trust.
- Priority will be given to those groups that provide an additional in-kind level of funding assistance to maximise the value of each project task as undertaken.
- If your application is constrained due to COVID-19 related challenges, please contact us to discuss. Exceptions or extensions may be considered on a case by case basis.

## Lodging Applications

To apply for funding, please complete the Hyne Community Trust Community Grants Application Form during the month of June 2021. This is available at the following link: <https://www.hyne.com.au/hyne-community-trust>

For further information or questions please contact Mrs Janet Anderson, on (02) 6948 2001 or email [tumbatrust@hyne.com.au](mailto:tumbatrust@hyne.com.au).



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### **Submitting your Application:**

The Application Form is intended to be completed in Microsoft Word before being printed, signed, and scanned with supporting material to be submitted as one document.

Completed applications must be emailed to: [tumbatrust@hyne.com.au](mailto:tumbatrust@hyne.com.au). You will receive an acknowledgement of receipt.

### **Key Dates**

- Applications open 1<sup>st</sup> June 2021
- Applications will not be accepted after 30<sup>th</sup> June 2021
- Applicants to be notified of results of application during July 2021

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