

2024-2025 Community Grants and Sponsorship Process

When	What you need to do
ASAP!	<p>Consider what you would like support for between September 2024 and May 2025. Prepare a basic plan, with a budget, that has formal support from your committee (a letter or copy of meeting minutes). You are welcome to request a one-on-one assistance meeting during July 2024.</p> <p>Guidelines and Application Forms will be emailed to community and sporting groups in late June, as well as being available from the Town's website.</p>
Monday 24 June 2024	<p>Community Assistance Grant/Sponsorship Applications open.</p> <p>For more information email the Town via admin@eastfremantle.wa.gov.au.</p>
Friday 9 August 2024	<p>Applications close at 4pm, late applications cannot be considered.</p>
<p>A summary of applications will be presented to the Community Assistance Grants Committee, who will in turn make a recommendation to Council (for consideration at the September Ordinary Council Meeting).</p> <p>All applicants will be advised, in writing, of the outcome of their application following this meeting (and the adoption of the Town's Annual Budget).</p> <p>Along with this notification, successful applicants will receive details on how to claim their payment – noting that any previous monies received from Council must be acquitted prior to the release of this payment.</p>	
September 2024 to May 2025	<p>Successful applicants – host your event or undertake your project. Remember to take photos, keep receipts and save media clippings.</p>
By Friday 31 May 2025	<p>Submit your claim for payment (invoice) along with an acquittal that includes the requested supporting documents – receipts, photos and examples of media coverage.</p>

Prior to commencing your application...

please contact the Town's Communications Officer
on 9339 9339 or admin@eastfremantle.wa.gov.au