



12.3 Community & Economic Development Directorate

APPENDICES

ORDINARY COUNCIL MEETING

TO BE HELD

26th August 2026
Commencing at 5:00pm

AT

ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [disk or emailed]
Upon request.



POLICY NO:

SDev CP044 – COMMUNITY & EVENT GRANTS**GOVERNANCE INFORMATION**

Procedure Link: NA

Administrative Policy Link: NA

ADMINISTRATION INFORMATION

History			OCM	Res:	Synopsis	Policy created
	1	DEV10	OCM	10/05/12	Res:	Synopsis
Version	2	CP044	SCM	26/07/18	Res: 251-18	Synopsis
Version	3	CP044	OCM	14/08/19	Res: 243-19	Synopsis
Version	4	CP044	OCM	29/07/20	Res: 208-20	Synopsis
Version	5	SDev CP044	OCM	30/09/20	Res: 270-20	Synopsis
Version	6	SDev CP044	OCM	28/09/22	Res: 243-22	Synopsis
Version	7	SDev CP044	OCM	25/01/23	Res: 04-23	Synopsis
Version	8	SDev CP005	OCM	23/10/24	Res: 275-24	Synopsis

1. RESPONSIBLE DIRECTORATE

Sustainable Development

2. PURPOSE AND OBJECTIVES

To provide financial support to not-for-profit community groups and organisations for projects and events that benefit the Shire of Dardanup community.

3. POLICY

The policy sets out the criteria for each category of financial support available. There are three (3) categories:

Community Grants
Community Event Grants
Regional Event Grants

3.1 Community Grants

The Shire of Dardanup will make an annual allocation of funds in its budget to provide financial assistance to not-for-profit community groups and organisations that can demonstrate an association with the Shire.

Community grants are available for projects and activities within the Shire of Dardanup that;

Foster the distinctiveness of places through the personalisation of community areas;
Activate public places;
Build the skills and capacity of the community;
Leave a lasting positive impact on the community;
Promote accessibility and inclusivity for all members of the community; or
Empower groups to be proactive in the community.

Funding falls into three levels: -

Level 1: Quick Response Community Grants (\$0 - \$500)

Funding of up to \$500 and a maximum 100% of the total project cost is available to incorporated not-for-profit community groups and organisations.

Level 1 grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

Level 2: Community Grants (\$0 - \$1000)

Funding of up to \$1,000 and a maximum 100% of the total project cost will be available to not-for-profit incorporated community groups and organisations.

Level 2 grants will be open for application twice per year.

Level 3: Community Grants (\$1,001 - \$5,000)

Funding between \$1,001 to \$5,000 and a maximum 50% of the total project cost will be available to not-for-profit incorporated community groups and organisations. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or donations from other sources.

Level 3 grants will be open for application twice per year.

3.2 Community Event Grants

The Shire of Dardanup will make an allocation of funds in its budget to provide financial assistance to community groups and organisations who can demonstrate the capacity to run quality, well-organised events within the Shire of Dardanup.

Community event grants are available for free-to-attend events held within the Shire of Dardanup that benefit the community and activate places.

Funding falls into three levels: -

Level 1: Quick Response Minor Community Events (\$0 - \$500)

Funding of up to \$500 and a maximum 100% of the total event cost is available to incorporated not-for-profit community groups and organisations.

Level 1 grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

Level 2: Community Event Grants (\$0 - \$1000)

Funding of up to \$1,000 and a maximum 100% of the total event cost will be available to not-for-profit incorporated community groups and organisations.

Level 2 grants will be open for application twice per year.

Level 3: Community Event Grants (\$1,001 - \$5,000)

Funding between \$1,001 to \$5,000 and a maximum 50% of the total event cost will be available to not-for-profit incorporated community groups and organisations. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or in-kind support from other sources.

Level 3 grants will be open for application twice per year.

3.3 Regional Event Grants

The Shire of Dardanup will make an allocation of funds in its budget to provide financial assistance to community groups, organisations and businesses who can demonstrate the capacity to run quality, well-organised events with a regional attraction. Events should be held within the Shire of Dardanup and/or raise the profile of the Shire of Dardanup.

Regional Event Grants are available for events that;

Results in an economic impact to the Shire by way of increasing visitor numbers and expenditure;
 Attracts media coverage that raises the profile of the region as a tourist destination;
 Involves and inspires the local community;
 Improves the vibrancy and vitality of the Shire of Dardanup;
 Supports job creation; and
 Highlights and profiles the unique features of the place and/or Shire.

Funding will be available of up to \$10,000 per application and a maximum 50% of the total event cost. The applicant must contribute at least 50% of the total project cost from either the applicant's organisation or confirmed funding or in-kind support from other sources.

Regional Events Grants will be open for application on an ongoing basis until the allocated funding has been exhausted.

3.4 Eligibility

To be eligible to receive a grant from the Shire of Dardanup, the applicant must:

- Meet the criteria as detailed in items 3.1, 3.2, and 3.3 of this policy.
- Be based within the Shire of Dardanup, or the majority of members of the application organisation are residents of the Shire of Dardanup, or the application organisation provides a benefit to residents and/or business owners within the Shire of Dardanup.
- Submit an application through the prescribed forms and within the timelines specified. No late applications will be accepted.
- Submit documented estimates of expenditure as part of the application.
- Have all appropriate insurances.
- Carry out the activity within 12 months of approval of funding; or for Regional Event Grants within 18 months from approval of funding.
- Receive prior approval for any substantial changes to an application.
- Projects are only permitted to receive funding once, irrespective of financial year.
- Maximum one application per group/organisation in same funding round.
- Quick Response Grants (Community & Event): only one application per stream will be accepted each financial year.
- Successful applicants will be asked to submit photographic evidence and testimonial after completion of project for use on the Shire's promotional platforms to advise community of benefit and outcomes of the Shire's Grants Scheme.

The following are eligible for funding:

- Promotion and advertising;
- Event or conference sponsorship, and award ceremonies;
- Traffic management;
- Waste management;
- Security;
- Entertainment, artist and/or talent fees;
- Facilitator fees;
- Professional fees for services required for one-off events and activities, such as consultant fees;
- Venue hire;
- Catering;
- First aid;
- Portable toilets, public use only;
- Equipment hire;
- The purchase of capital equipment and minor assets;
- Materials and resources;
- Repairs and maintenance to facilities and assets;
- Insurances, licenses and permits required for one-off events and activities (excluding liquor licensing);
- Shire of Dardanup in-kind services on application. Any in-kind funding requested must be discussed with a council officer and is subject to availability and approval by the Chief Executive Officer.

Funding will not be available for the following:

- Ongoing operational costs including salaries and wages;
- Ongoing operational expenses;
- Retrospective funding or items already ordered;
- Deficit funding – for organisations that are experiencing a shortfall in cash or revenue or anticipated revenue;
- State or Commonwealth Government Departments or Agencies, or profit-based business enterprises;
- Events/gatherings or activities that are not open for attendance by the general public (for example: end of year wind-ups);
- Team uniforms;
- Personal travel;
- Activities or events that are in relation to an awareness campaign or charity event;
- Activities that exclude or offend minority groups within the Shire of Dardanup;
- Activities that already receive Shire of Dardanup funding the same financial year;
- Expenses related to a Lease or Hire Agreement with the Shire of Dardanup
- Applications that conflict with the Shire of Dardanup Strategic Community Plan.

- Organisations who have outstanding, overdue grant acquittals or any unspent funds owing to the Shire will not be considered for new grant applications until such time as outstanding funds and reports are resolved.
- If a satisfactory acquittal has not been submitted for previously funded applicants no further grants will be made available to the applicant.

3.5 Application Assessment Procedure

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding. Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure are as follows:

Applications must be made on the prescribed forms and within the timeframe specified.

Applications for Community Grants (Level 1) and Community Events (Level 1) will be assessed by the Manager Community Development and Director Special Projects & Community and referred to the Chief Executive Officer for determination under the delegation of Council. Decision on applications will be made within 6 weeks of receiving application.

Applications for Community Grants (Levels 2 & 3) and Community Events (Levels 2 & 3) will be assessed by the Manager Community Development and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.

Applications for Regional Event Grants will be assessed by the Manager Community Development and referred to Council for determination. Approval process takes a minimum of six weeks.

All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.

Decisions regarding funding applications are final and will not be reconsidered in that funding round.

A Grant Acquittal (Form 116) and supporting documentation of the total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

3.6 Events Not Requiring Application

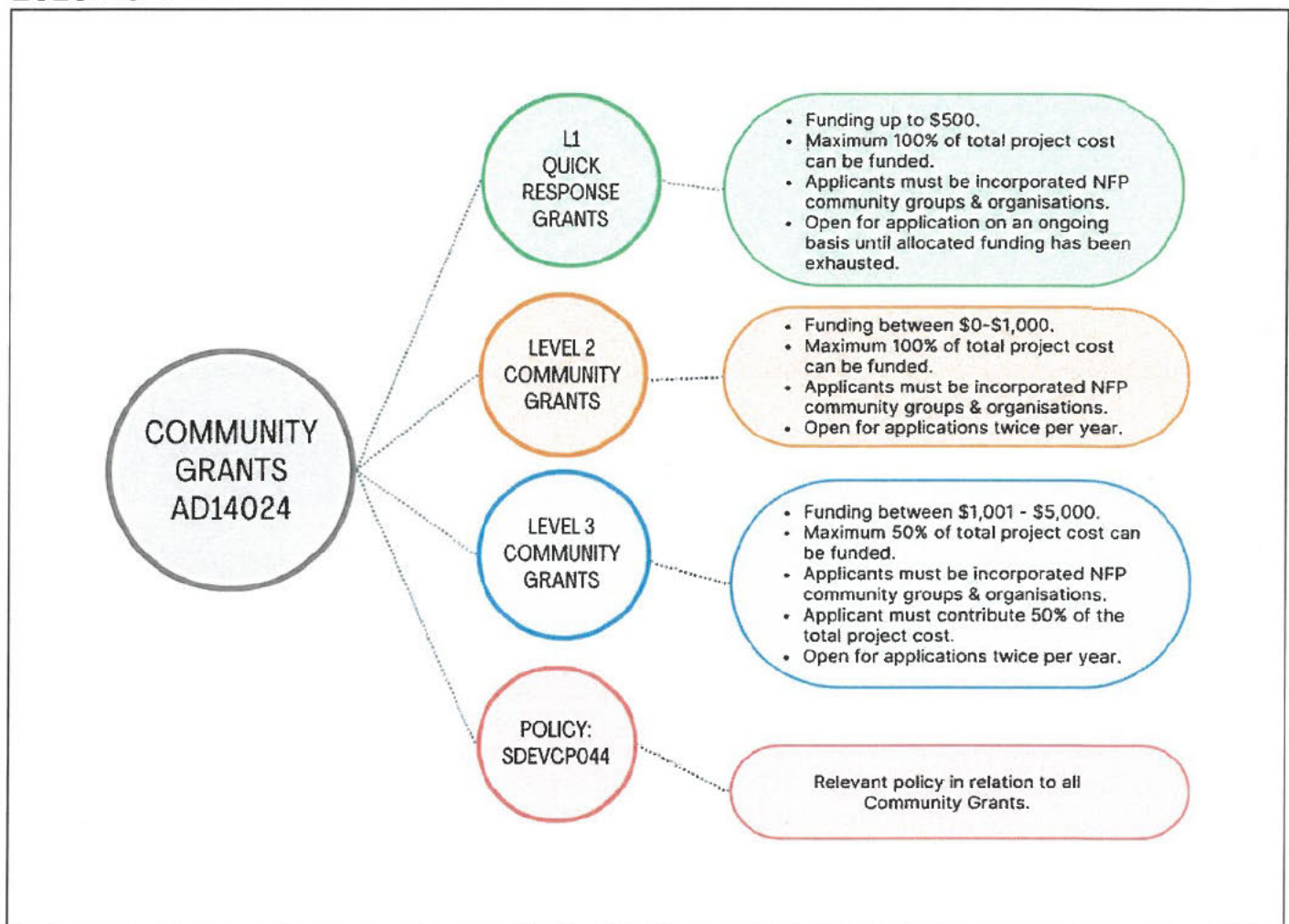
The following events will be funded annually through the Regional Event Grants category and will not be considered as part of the competitive funds:

Bull and Barrel Festival
Eaton Foreshore Festival
Dardanup Art Spectacular

RISK ASSESSMENT TOOL								
OVERALL RISK EVENT: Community and Event Grants Round 1 2025-2026 RISK THEME PROFILE: 6 - Community Engagement RISK ASSESSMENT CONTEXT: Operational								
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Council's reputation could be impacted dependant on their decision on recipients' applications for grant funding.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
PROPERTY	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required	Not required.	Not required.	Not required.

RECOMMENDATIONS TO COUNCIL COMMUNITY GRANTS

ROUND 1 2026-2027



Overview of Applications:

COMMUNITY GRANTS – LEVEL 2 (\$0 - \$1,000)		
#CL2-01	The Probus Club of Eaton	\$1,000.00
#CL2-02	Eaton Boomers Netball Club Inc.	\$1,000.00
#CL2-03	Eaton Community Hive Inc.	\$1,000.00
#CL2-04	Lions Club of Eaton Inc.	\$869.97

COMMUNITY GRANTS – LEVEL 3 (\$1,001 - \$5,000)		
#CL3-01	Crooked Brook Forest Association.	\$5,000.00



COMMUNITY GRANTS – LEVEL 2		Application # CL2-01															
Applicant	The Probus Club of Eaton																
Shire of Dardanup based	Yes																
Incorporated	Yes																
Funding request \$	\$1,000.00																
Project details	Purchase a laptop for Treasurer																
Benefits to the community as per application	<i>As per application:</i> The laptop will benefit club members who are Shire of Dardanup residents and members of the Eaton Bowling Club. It will enable the club to be more professional in organising guest speakers and producing the monthly newsletter.																
SoD Community Grant funding history	<table> <thead> <tr> <th>Amount</th><th>Description</th><th>Post Yr</th></tr> </thead> <tbody> <tr> <td>1000.00</td><td>Community Grant Funding R1 2024-2025. Council approved, resolution 41-23</td><td>24/25</td></tr> <tr> <td>1000.00</td><td>Community Grant Payment, Round 1 2022-2023. Council Resolution 261-22</td><td>22/23</td></tr> <tr> <td>1000.00</td><td>Community Grant Payment R1 2021-2022 (Council Resolution 284-21), Community Grant Payment, Round 2 2021-2022</td><td>21/22</td></tr> <tr> <td>1000.00</td><td>Community Grant Payment R2 2017-2018 (Council Resolution 284-21), Community Grant Payment, Round 2 2017-2018</td><td>17/18</td></tr> </tbody> </table>		Amount	Description	Post Yr	1000.00	Community Grant Funding R1 2024-2025. Council approved, resolution 41-23	24/25	1000.00	Community Grant Payment, Round 1 2022-2023. Council Resolution 261-22	22/23	1000.00	Community Grant Payment R1 2021-2022 (Council Resolution 284-21), Community Grant Payment, Round 2 2021-2022	21/22	1000.00	Community Grant Payment R2 2017-2018 (Council Resolution 284-21), Community Grant Payment, Round 2 2017-2018	17/18
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1000.00	Community Grant Payment R2 2017-2018 (Council Resolution 284-21), Community Grant Payment, Round 2 2017-2018	17/18															
Officer comments	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies the purchase of capital equipment and minor assets as an eligible funding expense. While the laptop does not directly deliver community outcomes, it supports the capacity of the volunteer committee to effectively administer the organisation, manage its finances, communicate with members and continue delivering programs and activities. Funding history indicates that a laptop has been the subject of the three previous grant requests. The applicant has since clarified that six committee positions (President, Secretary, Treasurer, Newsletter Officer, Outings Officer and Guest Speaker Officer) require access to computer equipment, with several committee members currently relying on their own ageing personal devices. The proposed laptop would be allocated to the Treasurer, with the Treasurer's existing device then being rotated to another committee member, maximising the use of available equipment. While the request is reasonable and demonstrates asset management through the equipment rotation model, there is a broader policy consideration. If requests for committee administration equipment became a regular feature of grant applications across the Shire's sporting and community organisations, it could create an unsustainable precedent and place increasing pressure on the Community Grants budget. Given that two of the three laptops funded remain within their useful life and the third has not yet reached end of life, there is not a demonstrated immediate need that would justify funding another laptop at this time. It is therefore recommended that this application not be considered for funding. In addition, as part of the upcoming review of Community Grants Policy CP044, consideration should be given to establishing clearer eligibility criteria or funding caps for IT and administrative equipment to provide consistency, manage expectations, and avoid creating an unsustainable precedent.																
Recommend approval	Not recommended for funding																

Application attached



**APPLICATION FOR
COMMUNITY GRANT – LEVEL 2
\$0 - \$1,000
FORM 115 (B)**

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☐ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☒ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

The Probus Club of Eaton Inc

Postal Address

C/O Eaton Bowling Club

Pratt Road

Name of Contact Person

John Owen-Tucker

Email

[REDACTED]

Mobile

[REDACTED]

[REDACTED]

[REDACTED] incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

Probus brings active retirees together for fun, fellowship and friendship while promoting a healthy and active lifestyle.

Provide list of committee members and contact details

President - Janet Smith - [REDACTED]

Vice President - John Owen-Tucker - [REDACTED]

Secretary - Marg Angel - [REDACTED]

Treasurer - John Huys - [REDACTED]

Next AGM Meeting

15th March 2027

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO☒ YES; please provide details below:

What Year?

2024

Amount approved \$

1000

Have you successfully acquitted the funds?

☐ NO☒ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

To purchase a laptop computer to assist the secretary in managing the clubs secretarial duties more efficiently.

Provide address / project location (if applicable)

C/O Eaton Bowling Club

Expected Start Date:

1st August

Expected Completion Date:

1st August

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

The new laptop will benefit the club members who are Dardanup residents and also members of the Eaton Bowling Club.

This will enable the Eaton Probus Club to be more professional in its dealings with organising guest speakers and producing the monthly news letter.

While supporting the Eaton Bowling Club as our preferred venue.

Amount Requested

\$ 1000

Part 4 Budget

TOTAL PROJECT COST

\$ 1098

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$ 1000

TOTAL \$ 1000

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
- ☒ Budget complete
- ☒ Quotes attached
- ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

The Probus Club of Eaton Inc

Contact Person (If not Applicant)

John Owen-Tucker

Position

Vice President

Signature



Date

9th July 2026

Part 9 Return form to

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



Shire of Dardanup

DEIRAY PTY LTD
as The Trustee for DEIRAY No2 Trust as
Harvey Norman AV/IT Bunbury
A.C.N.680 052 993/ A.B.N.84 294 692 615

Date: 25/06/26
Assistant: 8523/HARSH P
Customer: 9009

Generic Customer
Noadress St
Bunbury Wa 6230
9009

Quotation Number
No# 01-121-2783219

Quotation Items

Quotation Qty Quotation Price

ACER ASPIRE SPIN 14 ASP14-52MTN-7077 CVT

explore beyond limits
AI Powered
Optimised by AI and powered by the Intel® Core™ Ultra 7 processor with Intel® AI Boost, Intel® Arc™ graphics, and ultra-fast memory and storage, the Acer Aspire Spin 14 14-inch Core Ultra 7-155U/16GB/512GB SSD 2-in-1 Laptop lets you breeze through heavy workloads. With a dedicated Copilot key, this laptop is ready to assist with creativity and collaboration.
Vibrant Display
With a 14-inch WUXGA IPS touch display with a 16:10 aspect ratio, the Acer Aspire Spin 14 Core Ultra 7-155U 2-in-1 Laptop makes creating effortless. You can also enjoy clear video calls with its 1080p webcam and dual microphones.
Flexible Design
Featuring a sleek, lightweight metal design with a 360° hinge, the Acer Aspire Spin 14 2-in-1 Laptop can be used in laptop or tablet mode.
Easy Connectivity
Helping you stay connected, the Acer Aspire Spin 14 Laptop comes with dual USB Type-C (Thunderbolt 4) and HDMI 2.1 ports, plus ultra-fast Wi-Fi 6E and Intel® Bluetooth LE audio.



Product Code NX.J3JSA.003

1 \$1,098.00

Price valid to 30-06-26

Manufacturer's Warranty of 12 Months
See Manufacturer's documentation for warranty details
EXCLUDING PRODUCT CARE

\$1,098.00

HP LAPTOP 15-FC0815AU NBK SLV

Keep It Flowing. Keep It Fresh
Stay connected on your terms
Be seen and heard clearly and securely with a HP True Vision camera and background noise-reducing microphones.
Your all-day, anywhere productivity powerhouse
Face the day with an AMD Processor, long battery life, ample storage, and fast wireless connections.
Sustainable and forward-thinking design
Thoughtfully designed, containing recycled plastics and is EPEAT® Gold Registered and ENERGY STAR® Certified.



Product Code D6MY1PA

1 \$948.00

Price valid to 30-06-26

Manufacturer's Warranty of 12 Months
See Manufacturer's documentation for warranty details
EXCLUDING PRODUCT CARE

\$948.00

LENOVO IDEAPAD SLIM 3I-3S NBK LUN GRY

Breathtaking Visuals

Fitted with a 14-inch WUXGA IPS display, the Lenovo IdeaPad Slim 3 14-inch i7-13620H/16GB/1TB SSD Laptop lets you enjoy vibrant colours and sharp details from any angle. Its 16:10 aspect ratio provides more space for streaming, gaming, or studying, while its TÜV certification keeps your eyes protected.

Long-Lasting Power

With a 10-hour battery, the Lenovo IdeaPad Slim 3 SSD Laptop gives you enough power to work, be creative, and binge-watch shows. Thanks to rapid charge, you can get up to 2 hours of power in just 15 minutes.

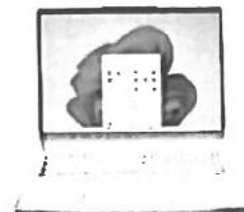
Control Your Visibility

Equipped with a smart camera, the Lenovo IdeaPad Slim 3 SSD Laptop offers vivid video and maintains optimum privacy with a slide of the shutter.

Energy-Efficient

Featuring IMR tech, the Lenovo IdeaPad Slim 3 SSD Laptop ensures reduced energy usage.

Product Code 83K0003SAU



1 \$1,098.00

Price valid to 30-06-26

Manufacturer's Warranty of 12 Months
See Manufacturer's documentation for warranty details
EXCLUDING PRODUCT CARE

\$1,098.00

Quotation Offer Period: 25/06/2026 to 30/06/2026 (inclusive) **Total (incl. GST) \$3,144.00**

Customer to Sign

Customer acknowledges they have read and understood the Terms and Conditions overleaf, and agrees to be bound by those Terms and Conditions.

Kylie Tucker

From: John Owen-Tucker [REDACTED]
Sent: Wednesday, 15 July 2026 1:00 PM
To: Kylie Tucker
Subject: Re: Additional Information Required – Laptop Grant Application

CAUTION: This email originated from outside the Shire of Dardanup.
Do NOT click links or open attachments unless you recognize the sender and know the content is safe. Do NOT enter any username or passwords and report any suspicious content.

Good afternoon Kylie

My apologies we have six Committee members using Lap Tops .

President, Secretary, Treasurer, Newsletter officer, Outings Officer and Guest Speaker officer .

At the moment some have to use their own outdated equipment which makes their work and the upkeep of our records difficult.

A new laptop will help in the running of the club and make it more attractive for volunteers without computers to take Committee positions which at the best of time is a difficult but essential to keep the our club viable for our 65 members.

If successful the Treasurer would get the new equipment and his would be passed onto another Committee member.

If you need any further information please do not hesitate in contacting me.

Thanking you in anticipation

Kind regards

John

On Wed, 15 Jul 2026 at 12:37, Kylie Tucker <Kylie.Tucker@dardanup.wa.gov.au> wrote:

Dear John

Thank you for the Probus Club's recent grant application for a new laptop to assist the treasurer in managing the club's financial duties.

Before we can progress the assessment, we'd appreciate some further information. Our records show the club has previously received funding for laptops in the following grant rounds:

- 2017–2018
- 2021–2022
- 2024–2025

We note that the 2024–2025 laptop was provided for the treasurer role, and this current application is for the same purpose. Given that a mid-to-business-grade laptop typically has an expected lifespan of 5 years, would you please provide some rationale as to why a replacement is already required so soon.

For example, it would be helpful to know:

- What happened to the laptop funded in August 2024?

We appreciate your assistance in providing this context and look forward to your response.

Kind regards

Kylie Tucker

Place & Community Engagement Team Leader

Office Hours: Monday - Friday 8:00AM - 4:30PM



A: 1 Council Drive | PO Box 7016 | Eaton WA 6232

T: 08 9724 0477 | **E:** kylie.tucker@dardanup.wa.gov.au

W: www.dardanup.wa.gov.au | [Privacy Policy](#) | [Collection Notices](#)



From: Amanda Owen-Tucker [REDACTED]@g [REDACTED]
Sent: Thursday, 9 July 2026 11:32 AM
To: Records <records@dardanup.wa.gov.au>
Cc: John Owen-Tucker [REDACTED]@g [REDACTED]
Subject: Community Grant for The Probus Club of Eaton Inc

You don't often get email from [REDACTED]@g [REDACTED] [Learn why this is important](#)

CAUTION: This email originated from outside the Shire of Dardanup.
Do NOT click links or open attachments unless you recognize the sender and know the content is safe. Do NOT enter any username or passwords and report any suspicious content.

Whom It May Concern,

I am writing to submit our application for the Community Grant Level 2, Form 115 (B). Please find the completed application attached for your review.

Thank you for considering our request.

We appreciate your time and attention to this matter.



COMMUNITY GRANTS – LEVEL 2			Application # CL2-02
Applicant	Eaton Boomers Netball Club Inc.		
Shire of Dardanup based	Yes		
Incorporated	Yes		
Funding request \$	\$1,000.00		
Project details	Engage an accredited sports trainer to deliver Sports Training sessions As per application: Funds will be used to engage an accredited sports trainer to deliver a Sports Trainer and physiologist sports training sessions to the Eaton Boomers coaching staff and playing group, covering injury prevention, strapping and taping, and on-court emergency response.		
Benefits to the community as per application	As per application: Trained coaches will directly support the health and safety of players, building local capacity to respond to sporting injuries and reducing reliance on external first aid support. The skills gained stay within the club long-term, benefiting players and the community as membership grows.		
SoD Community Grant funding history	Amount 1000.00	Description Purchase First Aid supplies	Post Yr 25/26
Officer comments	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies the purchase of facilitator/consultant fees as an eligible funding expense. The club committed to funding any budget shortfall from its own resources. Funding aligns with Outcome 3.3, "Support volunteer groups within the Shire of Dardanup" (High service priority). It is recommended that the Shire Council approve the funding.		
Recommend approval	Yes		

Application attached



**APPLICATION FOR
COMMUNITY GRANT – LEVEL 2**
\$0 - \$1,000
FORM 115 (B)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ ☒ Build the skills and capacity of the community
- ☐ ☒ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ ☒ Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Eaton Boomers Netball Club Inc.

Postal Address

C/- 18 Recreation Drive

EATON WA 6232

Name of Contact Person

Tamara Irwin

Email

Phone

Mobile

Are you incorporated?

☐

NO – Can you approach an Incorporated group to action your request?

☒

YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

Eaton Boomers Netball Club is a Senior Netball club providing weekly competition netball, structured training sessions and

social netball opportunities for women from 14years and over across Eaton and the wider Shire of Dardanup.

The not-for-profit club fields multiple senior teams each season in the South West Netball Football League, and relies on volunteer coaches to

manage teams by arranging structured training and game day plans.

Provide list of committee members and contact details

Tamara Irwin – Vice President [REDACTED] vicepresident.eatonboomers@gmail.com

Ebony Jones – President [REDACTED] president.eatonboomers@gmail.com

Kellie Depiazzi – Secretary [REDACTED] eaton.boomers@gmail.com

Karen Hart – Treasurer [REDACTED] treasurer.eatonboomers@gmail.com

Next AGM Meeting

OCTOBER 2026

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☒ NO

☐ YES; please provide details below:

What Year?

Amount approved \$:

Have you successfully acquitted the funds?

☐ NO

☐ YES

Part 3 Grant Application Details

What are the proposed funds being used for? (Be specific how you will be using the funds and give as much detail as possible)

Funds will be used to engage an accredited sports trainer to deliver a Sports Trainer course to Eaton Boomers

Netball Club's coaching staff and playing group, covering injury prevention, strapping and taping, and on-court Emergency Response

The outcome of this will ensure that coaching staff are equipped to manage player welfare during training and games and the playing group are educated on injury prevention and basic injury management.

Provide address / project location (if applicable)

Eaton Recreation Centre

Expected Start Date:

January 2027

Expected Completion Date:

July 2027

How will the funds benefit the Shire of Dardanup community? (Be specific and give as much detail as possible)

Trained coaches will directly support the health and safety of players at Eaton Boomers Netball Club, building local capacity to respond to sporting injuries and reducing reliance on external first aid support. The skills gained stay within the club long-term, benefiting players and the community as membership grows.

Amount Requested

\$1,000.00

Part 4 Budget

TOTAL PROJECT COST

\$1,000.00

GRANT REQUEST AMOUNT

Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)

\$1,000.00

TOTAL \$1,000.00

Part 5 Expenditure – please detail each item

Item	Amount
Physiologist Trainer group sessions – all playing members & coaching staff	\$800
Strapping Session x 1 1hours (primarily Coaching Staff)	\$200
TOTAL EXPENDITURE	\$1000

Part 6 Checklist

- ☒ All boxes filled in with as much detail as possible
- ☒ Budget complete
- ☒ Quotes attached
- ☒ I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy

Part 7 Undertakings and Conditions

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

EATON BOOMERS NETBALL CLUB.

Contact Person (if not Applicant)

TAMARA IRWIN

Position

VICE PRESIDENT

Signature

Tamara Irwin

Date

6-8-2026

Part 9 Return form to

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au


Shire of Dardanup



Vice President <vicepresident.eatonboomers@gmail.com>

Re: Pre-Season Strength & Conditioning

1 message

Dynamic Allied Health <admin@dynamicah.co>
To: Vice President <vicepresident.eatonboomers@gmail.com>

22 July 2026 at 13:53

Hi Tamara,

Thank you for your time on the phone yesterday. I am pleased to confirm that this is very much something that we can assist with.

Please see confirmation on costing below;

- 60 minute functional strength and conditioning (outdoor) session. No Powerpoint/ limited education. \$100 + GST
- 60 minute combined education and functional conditioning session. \$140 + GST
- Block of 10 sessions (mix of education + functional conditioning). \$800 + GST

Ella will also be able to conduct a strapping session as requested.

Thanks,

On Tue, Jul 21, 2026 at 2:49 PM Vice President <vicepresident.eatonboomers@gmail.com> wrote:

Hi Lauren

Lovely to talk to you today. As discussed, we are looking ahead to the 2027 Season and are hoping to engage your services for some pre-season preparation for players and coaches.

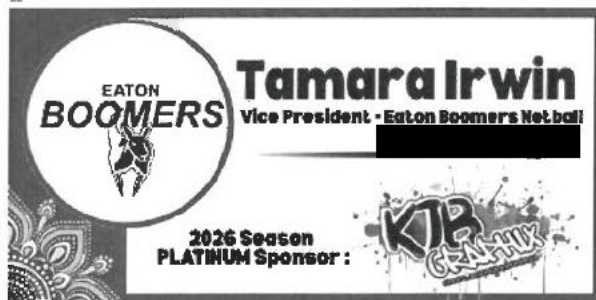
Primarily we are looking at having 3-4 interactive sessions in the pre-season that focus on strength, conditioning & education for the players and coaches giving them an initial start and then the basics to go away and keep in mind as the season progresses.

We currently have 5 teams with approx 9-10 players per team that we are looking to support. Our preseason training is generally run as a club, so depending on how you would feel would be most beneficial, we can either do that for all sessions, or we can break off into 2 groups (junior & senior) and run separate sessions after each other each week.

We generally don't have access to indoor courts until the season starts so would likely be looking at either outdoor courts, or grassed areas.

If you could please give me some kind of basic idea of how you feel it would run better and the approximate fees you may charge that will allow me to take it further. I do have an opportunity to apply for some funding to assist us with the cost, if at all possible could you please let me know this week?

Thank you in advance.



800
140
100

1040

Lauren Lander
Exercise Physiologist
Dynamic Allied Health
Phone: [REDACTED]
Email: admin@dynamicah.co

DYNAMIC ALLIED HEALTH
Inspire • Nourish • Challenge

COMMUNITY GRANTS – LEVEL 2		Application # CL2-03																																				
Applicant	Eaton Community Hive Inc.																																					
Shire of Dardanup based	Yes																																					
Incorporated	Yes																																					
Funding request \$	\$1,000.00																																					
Project details	Subsidise delivery of the Busy Bees Playgroup, Term 4 2026 As per application: The requested funding of \$1,000 will contribute towards the delivery of Busy Bees Playgroup during Term 4, 2026 – a free, inclusive playgroup for children aged 0–5 years with disability, additional needs, who are neurodiverse, or whose families experience financial or social barriers to participating in traditional early childhood programs. The program was piloted this term and was funded by Iluka Lends a Hand program. Eaton Hive is seeking funding from the Shire to continue delivering the program in Term 4 while they investigate a sustainable, long-term funding source for 2027. Any remaining project costs will be met by Eaton Community Hive through fundraising and available organisational funds.																																					
Benefits to the community as per application	As per application: The funding subsidises weekly facilitated sessions, enabling Eaton Community Hive to continue offering the program free of charge, removing financial barriers for children who benefit from a smaller, inclusive and supportive environment.																																					
SoD Community Grant funding history	<table border="1"> <thead> <tr> <th>Amount</th><th>Description</th><th>Post Yr</th></tr> </thead> <tbody> <tr> <td>1000.00</td><td>Purchase laptop for the Staying in Place Program</td><td>25/26</td></tr> <tr> <td>1100.00</td><td>Eaton Family Centre - End of Life Planning Expo 2025 - R2 - L2</td><td>24/25</td></tr> <tr> <td>1100.00</td><td>Community Grant, GST</td><td></td></tr> <tr> <td>1100.00</td><td>Community Grant Funding, R1 2024-2025. Council OCM 25-09-2024 (resolution # 246-24), GST</td><td>24/25</td></tr> <tr> <td>1100.00</td><td>Community Grant Payment Round 2, 2023-2024. Council resolution # 53-24 (OCM 27-03-2024), GST</td><td>23/24</td></tr> <tr> <td>715.00</td><td>Community Event Grant Funding, Round 1 2023-2024 Resolution # 213-23, GST</td><td>23/24</td></tr> <tr> <td>1100.00</td><td>Community Grant Funding R2 2022-2023. Council approved, resolution # 45-23, GST</td><td>22/23</td></tr> <tr> <td>1745.99</td><td>Community Grant Payment, Round 1 2022-2023. Council resolution # 261-22</td><td>22/23</td></tr> <tr> <td>981.99</td><td>Community Grant Payment, Round 1 2022-2023. Council resolution # 261-22, GST</td><td>22/23</td></tr> <tr> <td>764.00</td><td>Community Event Grant Payment, Round 1 2022-2023. Council resolution # 261-22, GST</td><td>22/23</td></tr> <tr> <td>550.00</td><td>Quick Response Grant Payment 2020/21, Quick Response Grant Payment 2020/21, GST</td><td>20/21</td></tr> </tbody> </table> <i>Note – the Eaton Community Hive receives an annual contribution from Council towards running costs. 2025/2026 \$9,000 (IPC 23-25).</i>		Amount	Description	Post Yr	1000.00	Purchase laptop for the Staying in Place Program	25/26	1100.00	Eaton Family Centre - End of Life Planning Expo 2025 - R2 - L2	24/25	1100.00	Community Grant, GST		1100.00	Community Grant Funding, R1 2024-2025. Council OCM 25-09-2024 (resolution # 246-24), GST	24/25	1100.00	Community Grant Payment Round 2, 2023-2024. Council resolution # 53-24 (OCM 27-03-2024), GST	23/24	715.00	Community Event Grant Funding, Round 1 2023-2024 Resolution # 213-23, GST	23/24	1100.00	Community Grant Funding R2 2022-2023. Council approved, resolution # 45-23, GST	22/23	1745.99	Community Grant Payment, Round 1 2022-2023. Council resolution # 261-22	22/23	981.99	Community Grant Payment, Round 1 2022-2023. Council resolution # 261-22, GST	22/23	764.00	Community Event Grant Payment, Round 1 2022-2023. Council resolution # 261-22, GST	22/23	550.00	Quick Response Grant Payment 2020/21, Quick Response Grant Payment 2020/21, GST	20/21
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Officer comments	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies facilitator/consultant fees as an eligible funding expense. The Busy Bees Playgroup aligns strongly with Strategic Community Plan Outcome 3.2 – Deliver a high level of Community Programmes & Services that encourages social connectedness, facilitates an accessible, inclusive environment for our diverse community and reflects the organisation's demonstrated track record of delivering Council-funded community programs.																																					
Recommend approval	Yes																																					

Application attached



APPLICATION FOR
COMMUNITY GRANT – LEVEL 2
\$0 - \$1,000
FORM 115 (B)

(Appendix ORD: 12.3.1C)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- * Build the skills and capacity of the community
- * Leave a lasting positive impact on the community
- * Promote accessibility and inclusivity for all members of the community
- * Empower groups to be proactive in the community

Part 1 Applicant Details

Applicant/Organisation Name

Eaton Community Hive Inc.

Postal Address

PO Box 7010

Eaton WA 6232

Name of Contact Person

Billie Hagan

Email

admin@eatoncommunityhive.com.au

Phone

[REDACTED]

Mobile

[REDACTED]

Are you incorporated?

☐ NO – Can you approach an Incorporated group to action your request?

* ☐ YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation?

Eaton Community Hive Inc. is a not-for-profit community centre that provides inclusive programs, services and facilities to support the wellbeing, connection and participation of people of all ages within the Shire of Dardanup and surrounding communities.

Our activities include public playgroups, an affordable Pre-Kindy program, a toy library, community venue hire, school holiday activities, seniors' programs, health and wellbeing initiatives, support groups, and community events. We also work in partnership with local organisations to deliver services that respond to identified community needs.

Each week, approximately 650 people access our centre, including more than 250 children and their families. Our focus is on creating welcoming, accessible and inclusive opportunities that reduce social isolation, encourage lifelong learning and strengthen community connections.

Provide list of committee members and contact details

Hannah Lukies

Bridgit Galloway

Grace McGlade

Laura Brennan

Helen Foan

Phillip Rowley

Sage Casteldine

Madison Harper

Next AGM Meeting

March 2027

Have you previously received funding from the Shire of Dardanup Community Grants Scheme?

☐ NO

* ☐ YES; please provide details below:

What Year?

Round 1 2025/2026
Round 2 2024/2025
Round 2 2023/2023

(Appendix ORD: 12.3.1C)

\$1100 inc GST
\$1000 inc GST
\$1100 inc GST

Have you successfully acquitted the funds?

☐ NO

☒ YES

Part 3 Grant Application Details

What are the proposed funds being used for? *(Be specific how you will be using the funds and give as much detail as possible)*

The requested funding of \$1,000 will contribute towards the delivery of Busy Bees Playgroup during Term 4, 2026. Busy Bees is a free, inclusive playgroup designed for children aged 0–5 years with disability, additional needs, who are neurodiverse, or whose families experience financial or social barriers to participating in traditional early childhood programs.

The funding will subsidise the delivery of weekly facilitated sessions, enabling Eaton Community Hive to continue offering the program free of charge. By removing financial barriers, children who would benefit from a smaller, inclusive and supportive environment can continue to access quality early childhood experiences.

Any remaining project costs will be met by Eaton Community Hive through fundraising activities and available organisational funds, demonstrating our commitment to ensuring the ongoing success of the program.

Provide address / project location *(if applicable)*

Eaton Community Hive 10 Charterhouse Street, Eaton WA 6232 Activity Room 1

Expected Start Date:

12/10/2026

Expected Completion Date:

No end date

How will the funds benefit the Shire of Dardanup community? *(Be specific and give as much detail as possible)*

The requested funding of \$1,000 will contribute towards the delivery of Busy Bees Playgroup during Term 4, 2026. Busy Bees is a free, inclusive playgroup designed for children aged 0–5 years with disability, additional needs, who are neurodiverse, or whose families experience financial or social barriers to participating in traditional early childhood programs.

The funding will subsidise the delivery of weekly facilitated sessions, enabling Eaton Community Hive to continue offering the program free of charge. By removing financial barriers, children who would benefit from a smaller, inclusive and supportive environment can continue to access quality early childhood experiences.

Any remaining project costs will be met by Eaton Community Hive through fundraising activities and available organisational funds, demonstrating our commitment to ensuring the ongoing success of the program.

Amount Requested

\$1000.00

Part 4 Budget

TOTAL PROJECT COST	\$1600.00
GRANT REQUEST AMOUNT	
Council Contribution (grant funds requested in this application, up to \$1,000 + GST if registered)	\$1000
TOTAL	\$1600

Part 5 Expenditure – please detail each item

Item	Amount
Subsidised delivery of Busy Bees Playgroup (weekly facilitated sessions for 10 x families)	\$1350
Program materials and activity resources	\$250

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup. *Please contact Shire of Dardanup Grants officer to discuss prior to returning funds.*
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced / completed. *No retrospective funding will be provided in any circumstances.*
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month.

Part 8 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name

Eaton Community Hive Inc.

Contact Person (if not Applicant)

Billie Hagan

Position

Centre Manager

Signature



Date

24/07/26

Part 9 Return form to

Part 6 Checklist

☐

*

All boxes filled in with as much detail as possible

☐

*

Budget complete

☐

Quotes attached

☐

*

I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy.

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au





COMMUNITY GRANTS – LEVEL 2			Application # CL2-04
Applicant	Lions Club of Eaton Inc.		
Shire of Dardanup based	Yes		
Incorporated	Yes		
Funding request \$	\$869.97		
Project details	Replace 3 gazebos damaged in a storm on Australia Day, 26 January 2026 As per application: To replace 3 gazebos damaged in a storm on Australia Day (26 January 2026) at Eaton Foreshore. The replacement gazebos are necessary to run the 2027 Australia Day Event.		
Benefits to the community as per application	As per application: The Eaton Lions Club uses these facilities to host the Australia Day Breakfast and Eaton Foreshore Festival parking, and for BBQs supporting Camp Quality and other community initiatives. Replacement of the storm-damaged gazebos ensures continuity of these community events on the Eaton Foreshore.		
SoD Community Grant funding history	Amount	Description	Post Yr
	1000.00	Assistance with Building Certification	25/26
	1000.00	Budget Allocation - 2024 Christmas Hampers Donation	24/25
	478.50	Community Grant Payment Round 2, 2023-2024. Council resolution # 53-24	23/24
	1000.00	Budget Allocation - 2023 Christmas Hampers Donation	23/24
	350.00	22/23	
	704.00	Community Grant Funding R2 2022-2023. Council approved, resolution # 41-23	22/23
	747.86	Community Grant Payment, Round 1 2022-2023. Council resolution # 261-22	22/23
	998.00	Community Grant Funding L2 Round 2 2021-2022	21/22
	1011.59	Community Grant Payment L2 R1 2021/2022	21/22
	993.75	Community Grant Funding R2 2020/21, Community Grant Funding R2 2020/21	20/21
Officer comments	The applicant meets the eligibility criteria under Policy SDEV CP044 which identifies the purchase of equipment and minor assets as an eligible funding expense. The request funds 100% of the project cost and is within the Level 2 cap of \$1,000 + GST. Replacing storm-damaged infrastructure supports the continued delivery of the Club's Australia Day Breakfast and other Eaton Foreshore community events, aligning with Strategic Community Plan Outcome 3.2 (Community programmes & services) and Outcome 3.3, "Support volunteer groups within the Shire of Dardanup" (High service priority).		
Recommend approval	Yes		

Application attached



BCF Bunbury
 BLAIR STREET
 BUNBURY WA 6230
 Telephone: 08 9791 5233
 Fax: 08 9721 1345

Customer:
 Eaton Lions Club

Quotation

Quote Number	40148874E
Date	20.07.202E
Customer Number	161280437

Currency AUD				
Item	Description	Qty	Price	Sub total
543255	GAZEBO ANTI POOLING PRO 3X3M WANDERER	1 EA	249.99	249.99
638462	GAZEBO HEAVY DUTY 4.5X3M WANDERER	1 EA	289.99	289.99
638463	GAZEBO HEAVY DUTY 6X3M WANDERER	1 EA	329.99	329.99

Item total - ex GST	790.88
GST	79.09
Invoice amount (inc GST):	<u>869.97</u>

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au





COMMUNITY GRANTS – LEVEL 3		Application # CL3-01
Applicant	Crooked Brook Forest Assn	
Shire of Dardanup based	Yes (Crooked Brook Forest is located within the Shire of Dardanup, off Crooked Brook Road)	
Incorporated	Yes	
Funding request \$	\$5,000.00	
Project details	Amphitheatre Seating As per application: Development of an amphitheatre-style seating area at Crooked Brook Forest for 35–50 people, with a steel-framed seating structure (fabricated using grant funds) and timber seating, plus wheelchair-accessible paths. The area would be used for the Association's own meetings and could host recitals, choir practice and bush poetry events, expected to be the only venue of its kind within the Shire.	
Benefits to the community as per application	As per application: A number of local groups have been consulted and would use the facility. The volunteer group has delivered walk trails, shelters, toilets, BBQs and tables at Crooked Brook Forest over 32 years of volunteering, providing facilities to the general public at no cost.	
SoD Community Grant funding history	No Shire of Dardanup Community Grant Scheme funding history <i>Note – The Crooked Brook Forest Ass. receives an annual contribution from Council towards running costs. 2025/2026 \$1,000 (IPC 23-25).</i>	
Officer comments	The application meets the eligibility requirements of Policy SDEV CP044, with the requested materials and resources identified as eligible funding expenses under the policy. The Crooked Brook Forest Community Group has worked in partnership with the Department of Biodiversity, Conservation and Attractions (DBCA) since 1994 to develop, enhance and promote the Crooked Brook Forest. Over more than three decades, the group has made a significant contribution to preserving and improving this valued community asset through volunteer-led projects that enhance visitor experiences while protecting the natural environment. The Crooked Brook Forest Committee continue to work towards a vision of a "Forest for All People" by improving access to, and enjoyment of, one of the Shire's key natural attractions. The proposed works will encourage residents and visitors to engage with the forest, supporting inclusive nature-based recreation, environmental appreciation, and community wellbeing. The project also contributes to the Shire's recreation and tourism objectives by enhancing the visitor experience, promoting the Crooked Brook Forest as a destination, and encouraging greater use of the area's natural assets. The total project budget exceeds \$25,000, with the Crooked Brook Forest Committee committed to funding any shortfall from its own resources. This demonstrates a strong financial commitment to the project and a willingness to invest alongside the Shire. It is recommended that funding be approved, subject to the applicant providing written approval from the landowner, the Department of Biodiversity, Conservation and Attractions (DBCA), prior to the release of grant funds.	
Recommend approval	Yes, with the above noted for consideration.	

Application attached

**APPLICATION FOR
COMMUNITY GRANT –
LEVEL 3
\$1,001 to \$5,000**

SHIRE OF DARDANUP
RECEIVED
22 JUL 2026
Name: MAA



FORM 115 (C)

Date stamp

Please indicate which of the following objectives your project or activity will achieve:

- Foster the distinctiveness of places through the personalisation of community areas
- Activate public spaces
- Build the skills and capacity of the community
- Leave a lasting positive impact on the community
- Promote accessibility and inclusivity for all members of the community
- Empower groups to be proactive in the community

Part 1 Applicant Details (to be completed by ALL applicants)

Applicant/Organisation Name

Crooked Brook Forest Assn

Postal Address

PO Box 393 Boyanup 6237

Name of Contact Person

Brian Barrett

Email

Phone

Mobile

Are you incorporated?

NO – Can you approach an Incorporated group to action your request?

X YES

Part 2 Information about your Organisation

What are the main services and/or activities of your organisation? **(Appendix ORD: 12.3.1C)**

We are a volunteer group that have built walk trails , shelters, toilets, BBQ's , tables and provide on going maintenance to these facilities for use by the general public.

We work with DBCA and work with in their guidelines

Provide list of committee members and contact details

Brian Barrett Chairman.	[REDACTED]
Tina Garbellini Secretary	[REDACTED]
Tom Cross Treasurer.	[REDACTED]
Andrea Waller	
Karen Hawkes	[REDACTED]
Mat Hawkes	
Andrew White	[REDACTED]
Kim Grieg	[REDACTED]

Next AGM Meeting

Second week of August

Please indicate membership numbers for the past 3

40	Current Year	35	P
			Y

Have you applied to any other funding body for addi

X NO; are you planning to apply to other funding bod

YES

NO

YES; please provide information below:

Which Organisation?

What Year?

Was it Successful?

Grant approved \$

Income = \$18,500

Expenses = \$25,022

Shortfall of \$6,522

How is this being met?

How shortfall?

pick up the gap-

Part 3 Project Details

Name of Project *(if applicable)*

Amphitheatre

Overview of Project Details *(give details of your project)*

We hope to develop an area where we can place seating for 35 to 50 people. There are a number of groups that use the current facilities whom would use this amphitheatre for some of their general meetings . Our group would use it for our general meetings . We plan to promote the facility to attract new groups to the forest. The seating will have steel frame work for which we hope to use grant money to have fabricated . The rest of the seating will be timber . We will provide access paths to the area which will be wheel chair assessable.

Expected Start Date

Expected Finish Date

Late 2026.

2027

If this project is expected to extend over several years? Please explain why, and what is the expected end date?

The project relies on DBCA overseeing the project, providing the guidelines for site development and providing some materials . Depending on the time required to get the approval to proceed as to when we start. Once we start I expect the project to take 6 to 9 months

What benefits to the Shire of Dardanup Community will your project offer?

There are a number of groups we have spoken to who would use this facility. Some other possibilities being considered are recitals at sunset , a place for choir practice, bush poetry competitions . As far as I am aware this will be the only venue like this with in the shire

What are the objectives and expected benefits of your project?

As with past projects undertaken by the Crooked Brook volunteers , this will be another project that keeps this group working together .

We have many couples that work together on these projects as well as some helpers whom have specialist skills that we call on when needed.

We have been volunteering for 32 years and it is our building projects that most people get a sense of achievement from once the project is finished

Not only does our group benefit but we provide facilities to the general public at no cost to them .

Any other details or supporting information?

Part 4 Budget (if insufficient space is provided, please attach additional pages)

INCOME	Net Income
Council Contribution (grant funds requested in this application)	5000
Other Council Contribution (e.g.: site works)	\$
(A) Total Council Contribution Requested – If Registered for GST please gross up	5000
Other Grant Funding (please specify)	\$
	\$
	\$
	\$
(B) Total Other Grant Funding	\$

(Appendix ORD: 12.3.1C)

Donations (external contributions)	
Organisation Cash Contribution	10000
Organisation in Kind Contribution (max 1/3 of total cost)	3500
(C) Total Organisation Contribution Requested	13500

TOTAL INCOME A, B & C 18500

I meet the eligibility criteria detailed in CP044 Community & Events Grant Policy

Part 5 Expenditure – please detail each item

Item	In Kind	Cash	Total
Steel seating framework		16022	16022
Timber for seating	3500		3500
Site works		2500	2500
Paths		3000	3000

If a grant is provided the organisation/individual agrees to the following conditions:

1. The grant must be used for the purpose for which it was given and must be expended within the financial year granted, unless otherwise agreed in writing by the Shire of Dardanup.
2. Copies of receipts or invoices, certified by the Chairperson, or delegated officer as true copies of originals, to support expenditure will be returned to the Shire of Dardanup along with the grant acquittal within 3 months of completion.
3. Any unexpended funds will be returned to the Shire of Dardanup within 3 months of payment of the grant, unless otherwise agreed in writing by the Shire of Dardanup.
4. If there is to be any delay in the expenditure of the grant, a written request will be made seeking approval for the extension of time.
5. A grant will not be approved for a development/project/request that has been commenced/completed.
6. Any special conditions that are attached to the grant must be met.
7. All relevant records will be kept for a period of 7 years and will be made available for audit at any time.
8. The Shire of Dardanup will be acknowledged in any publications or media coverage for its support. Any use of the Shire of Dardanup's logo must be approved before being distributed.
9. Your development/project/request should be discussed with the Shire of Dardanup prior to applying.
10. If satisfactory acquittal is not submitted no further grants will be made available to the group.

Please note:

- ❖ Keep a copy of your application for your own record.
- ❖ A Shire Officer will contact you if more information is required.
- ❖ All applicants are advised in writing of the outcome.
- ❖ Applications are processed in the order in which they are received.
- ❖ Assessment will take a minimum of one month

Part 7 Declaration

I, the undersigned, certify that I have been authorised to:

- submit this application, and;
- accept the undertakings and conditions of the application as described in Part 7.

I also acknowledge that the information contained herein and attached is to the best of my knowledge true and correct.

Applicant/Organisation Name CROOKED BROOK FOREST ASSN

Crooked Brook Forest Assn

Contact Person (if not Applicant)

Position

Brian Barrett

Chairman

Signature



Date

22/7/2026



2 Halifax Dve, Bunbury, WA, 6230

PO Box 657, BUNBURY, WA, 6231

TEL: (08) 9725 6633

E: admin@martinengineeringwa.com.au

Specialist On-Site Machining Solutions
General Machining, Welding and Fabrication

Date	20/07/2026
Customer Reference Number	FABRICATED SEATS
Martin Quote Number	10266
Customer	Cash sale
Site Location	BUNBURY
Customer Contact Name	BRIAN BARRETT
Customer Contact Email	[REDACTED]
Customer Contact Phone No	[REDACTED]
Martin Contact Name	Adam Smith
Martin Contact Email	[REDACTED]
Martin Contact Phone No	[REDACTED]

FABRICATE 10X 3M LONG SEATING FRAMES WITH LEGS, PRIME AND PAINT BLACK

Segment 1	WORKSHOP LABOUR		
	TOTAL	\$7,563.00	
	QTY	1	
Segment 2	MATERIALS		TOTAL \$ 7,563.00
	TOTAL	\$993.75	
	QTY	1	
Segment 3	PAINT		TOTAL \$ 993.75
	TOTAL	\$5,850.00	
	QTY	1	
Segment 4	DELIVERY TO SITE		TOTAL \$ 5,850.00
	TOTAL	\$158.00	
	QTY	1	
			TOTAL \$ 158.00

NOTES

Estimate prepared based on scope and expected site conditions, any work scopes not required will not be charged for. Likewise, any work scopes completed within the allowed timeframe will be charged by time only. Any final invoice to reflect this.

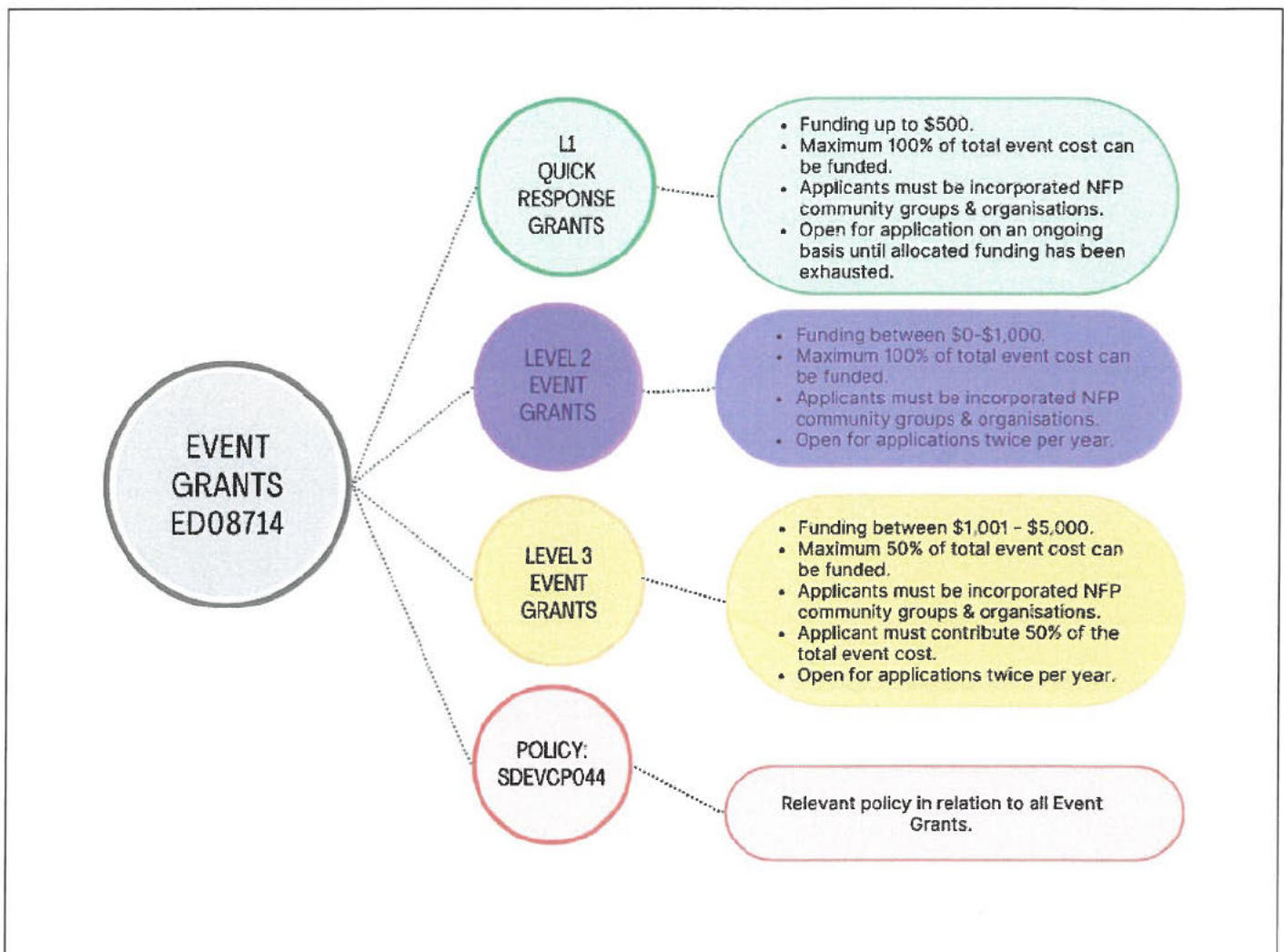
Total ex GST	\$	14,564.75
GST	\$	1,456.48
GRAND TOTAL	\$	16,021.23

INCLUSIONS

- 1/ All required labour
- 2/ All standard consumables
- 3/ Materials required

RECOMMENDATIONS TO COUNCIL EVENT GRANTS

ROUND 1 2026-2027



Overview of Applications:

EVENT GRANT – LEVEL 2 (\$0 - \$1,000)		
	N/A	

EVENT GRANT – LEVEL 3 (\$1,001 - \$5,000)		
#EL3-01	Australian Friesian Horse Society	\$3,150.00
#EL3-02	Burekup and Districts Country Club auspicing for Burekup Volunteer Bush Fire Brigade	\$3,250.00



COMMUNITY GRANTS – LEVEL 3		Application # EL3-01
Applicant	Australian Friesian Horse Society (AFHS) – WA State Representative	
Shire of Dardanup based	Yes (event location – Burekup)	
Incorporated	Yes, but not indicated – Form 220C does not request incorporation status	
Funding request \$	\$3,150.00	
Project details	2027 WA AFHS Keuring As per application: The Western Australian Friesian Keuring 2027 is an official Friesian horse inspection conducted under the Australian Friesian Horse Society (AFHS) in partnership with the Royal Friesian Studbook (KFPS) of the Netherlands, held biennially. The WA leg will be hosted at Kendall Park Friesians, Burekup, reducing venue costs, with the event free and open to the public.	
Benefits to the community as per application	As per application: If funded in full the Dardanup shire will receive their Logo on a Champion Rug, Double page advertising across 4 issues (1 Year) of the gloss colour printed AFHS magazine, Double page advertisement in the Printed Keuring catalogue, Website Advertising, and Facebook Socials advertising, plus promotion throughout the day of the event. On top of these benefits as a Diamond Level Sponsor, you will also enjoy: Economic benefits • Increased visitation (competitors, spectators, officials, photographers) • Local spend on accommodation, food, fuel and services • Attraction of interstate and potentially international visitors Social & community benefits • Unique equine cultural event showcasing a rare and prestigious breed • Opportunities for local engagement, volunteering and education • Strengthens community pride through hosting a national-standard event Tourism & regional profile • Promotes Dardanup as an equestrian and event destination • Enhances exposure through social media, photography and equine networks • Potential to become a regular stop on the national Keuring tour Industry development • Supports the WA equine sector, breeders and small businesses • Encourages youth and rider participation in equestrian disciplines	
SoD Community Grant funding history	No prior Shire of Dardanup grant to this event (per application).	
Officer comments	While this application is more appropriately aligned with the Regional Events Grants category due to its regional tourism focus, the funding allocation for that program is fully committed to fixed, recurring events, with no contestable funding available for new or emerging events. Accordingly, the application has been assessed under the general Event Sponsorship round. The applicant meets the eligibility criteria under Policy SDEV CP044; however, supporting quotations were not provided with the original application. To enable the application to proceed, the applicant agreed to revise the funding request from \$3,150.00 to \$3,000.00, aligning with the Society's Diamond Sponsorship package. In accepting the revised funding amount, the applicant has also agreed to provide the Shire of Dardanup with Diamond Sponsorship recognition in accordance with the Grant Agreement.	
Recommend approval	Yes, \$3,000.00, subject to the applicant entering into and complying with the Shire of Dardanup Grant Agreement.	

Application attached



**APPLICATION FOR
COMMUNITY EVENT GRANT
LEVEL 3
\$1,001 - \$5,000**

FORM 220C

Date stamp

Please indicate which of the following objectives your event will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☒ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☒ Promote accessibility and inclusivity for all members of the community
- ☒ Empower groups to be proactive in the community

APPLICATION ASSESSMENT PROCEDURE

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding.

Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure is as follows:

- Applications must be made on the prescribed forms and within the timeframe specified.
- Applications for Community Events (Levels 2 & 3) will be assessed by the Manager Place & Community Engagement and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.
- All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.
- Decisions regarding funding applications are final and will not be reconsidered in that funding round.
- A Grant Acquittal (Form 116) and supporting documentation of your total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

HOW TO APPLY

1. The applicant must submit the below application form. To avoid delays to the application ensure all questions are completed and the information provided is correct. The application form must be submitted at least 8 weeks prior to the event date.
2. The applicant must obtain a formal written quote from the third party/parties supplying the goods/services and submit this with the application form. The formal written quote from the third party supplier must be itemised and include the business name, address, contact details and ABN (if applicable).
NOTE: It is the responsibility of the event organiser to ensure the third party supplier they engage has the required licences, qualifications and insurances for the job they are contracted to undertake.
3. The Application Form and any supporting documents can be submitted:
 - in person to the Shire office located at: 1 Council Drive, Eaton 6232;
 - or via email: grants@dardanup.wa.gov.au
 - or via post to: The Shire of Dardanup, PO Box 7061, EATON WA 6232.

To avoid delays please ensure all questions are completed and the information provided is correct.

1. APPLICANT DETAILS

Event contact person name:	Tashlin Jeffries		
Company/organisation/position: (if applicable)	AFHS – Australian Friesian Horse Society		
Postal address:	██████████ BUREKUP WA	Post Code:	6227
Mobile:	██████████	Home Phone:	
Email:	██████████ or ██████████		

What are the main services and/or activities of your organisation?

- Breed registration & studbook management (horses, ownership, breeding records)
- Organisation of Keurings (inspections/judging tours) across Australia every 2 years
- Promotion and preservation of the Friesian breed in Australia
- Breeding guidance and genetic evaluation tools (linear scoring, breeding values)
- Member services including education, resources, forms, and support
- Events and competitions such as High Point Awards and national activities
- Sales and breeder listings to support the Friesian industry

2. EVENT DETAILS

Official name of event:	2027 WA AFHS Keuring (as part of the National Australian Friesian Keuring Tour)
Event date/s:	Tour start date is Early April to May 2027. Exact location dates have not yet been finalised
Event Location/s:	One location in each state of the country, the WA location will be Burekup – Kendall Park Friesians is hosting as a venue to assist with cost reduction for the event.
Event Summary:	

The proposed event is the **Western Australian Friesian Keuring 2027**, an official horse inspection conducted under the Australian Friesian Horse Society (AFHS) in partnership with the Royal Friesian Studbook (KFPS) of the Netherlands.

The Keuring is a prestigious, nationally coordinated equestrian event where Friesian horses are assessed against international breed standards for conformation, movement, and quality. The event typically attracts horse owners, breeders, officials, and spectators from across Western Australia and interstate, contributing to regional visitation and economic activity.

The 2027 Western Australian Keuring is proposed to be hosted at **Kendall Park Friesians**, a purpose-suited private equestrian facility within the Shire of Dardanup. Hosting the event at this venue enables the project to remain financially viable by significantly reducing venue hire and infrastructure costs, while still delivering a high-quality event environment.

The event will be **open to the public**, providing a unique opportunity for community members to experience a rare and internationally recognised horse breed up close. Spectators will be able to observe the judging process, learn about Friesian horses, and engage with participants and organisers in an educational and family-friendly setting.

In addition to the inspection component, the event will create opportunities for:

- Community engagement and volunteering
- Promotion of the local equestrian industry
- Educational exposure to horse welfare, breeding, and training practices
- Increased visitation to the region and exposure to an international audience

Overall, the Western Australian Friesian Keuring 2027 will deliver a **high-profile equestrian event** that supports regional development, activates local facilities, and strengthens community connection through a shared and distinctive experience, while building on Western Australia's proven success within the national Friesian industry.

Funding Requested (ex GST):	\$3,150
Total Event Cost (ex GST):	<u>\$6,700</u> <i>The budget says \$6,300</i>
Number of total expected attendees at event:	Approx. 50 (in previous years the Narrogin Ag college have brought a student classes to the event as part of their equine studies curriculum).
Number of expected attendees at event at any one time:	Approx 50
Who is your target audience:	Friesian Horse owners and breeders from WA and interstate, prospective buyers, Horse Owners of all breeds interested in Breeding, training, and Health of horses, Equestrian Clubs and riding schools, Ag colleges – schools and youth groups, Dressage and Harness Driving enthusiasts, Local families looking for a unique day out, Tourists visiting the South West, Local businesses, industry professionals such as Veterinarians, Farriers, Saddle Fitters, Nutritionists and Rural Merchandise businesses.
Has this event been held in the past?	Yes ☒ No ☐
Will this event be held again?	Yes ☒ No ☐

If you are planning to hold this event again please describe the frequency (monthly, annually, bi-annually etc):

Biennial – once every 2 years.

Who is involved – communities, participants, stakeholders, population groups etc:

Event organisers – AFHS committee and volunteers, Sponsors, Officials – KFPS accredited Judges from the Netherlands and Runner, Participants - Friesian Horse Owners and Breeders, Assistants. Also Spectators, Buyers, Local businesses, Local Media, Local Shire, Tourism organisations, Ag Schools

What benefits to the Shire of Dardanup community will your event offer:

As a Diamond Level Sponsor of the 2027 Keuring Tour, the Dardanup shire will receive their Logo on a Champion Rug, Double page advertising across 4 issues (1 Year) of the gloss colour printed AFHS magazine, Double page advertisement in the Printed Keuring catalogue, Website Advertising, and Facebook Socials advertising, plus promotion throughout the day of the event.

On top of these benefits as a Diamond Level Sponsor you will also enjoy:

Economic benefits

- Increased visitation (competitors, spectators, officials, photographers)
- Local spend on accommodation, food, fuel and services
- Attraction of interstate and potentially international visitors

Social & community benefits

- Unique equine cultural event showcasing a rare and prestigious breed
- Opportunities for local engagement, volunteering and education
- Strengthens community pride through hosting a national-standard event

Tourism & regional profile

- Promotes Dardanup as an equestrian and event destination
- Enhances exposure through social media, photography and equine networks
- Potential to become a regular stop on the national Keuring tour

Industry development

- Supports the WA equine sector, breeders and small businesses
- Encourages youth and rider participation in equestrian disciplines

Who does the event align with the Shire of Dardanup *Strategic Community Plan* (available on website www.dardanup.wa.gov.au):

The WA AFHS Friesian Keuring Event aligns strongly with the Shire of Dardanup Strategic Community Plan by delivering an inclusive community event that attracts participants, volunteers and visitors from across Western Australia. The event promotes community participation, supports local businesses through visitor expenditure on accommodation, hospitality and retail, and showcases the Shire as a destination for high-quality equestrian events. Through breed education presentations and breeder showcases, the event preserves and promotes agricultural heritage, increases public understanding of equine breeding, and highlights the contribution of the equine industry to regional communities. These outcomes contribute to the Community, Prosperity and Amenity objectives of the Strategic Community Plan.

Is entry to the event open to the general public:	Yes ☒	No ☐
Is there an event entry/participation fee:	Yes ☒	No ☐
If yes provide ticket/entry fee details:	Yes there are entry fees for the Friesian horses entered and this schedule is set out in the National Keuring catalogue dependent on categories entered. There is no spectator fee – this is a free event to come and spectate.	

How are you promoting the event:

The Friesian Keuring is promoted via the AFHS Website, AFHS Social Media, and WA targeted social media, AFHS Quarterly printed magazine, Member communications through email newsletters and direct communication, State Representative promote the event locally to members, prospective exhibitors and general public within the region. Promotion is also achieved internationally through the affiliation with the KFPS in the Netherlands who organise the Dutch judges for the inspection tour, so the event gains international attention extending to other daughter studbooks in countries such as USA, Mexico, Sweden, Norway, Germany etc. I would also like to promote the event locally through the Shire of Dardanup's Event calendar, South West tourism channels, local equestrian clubs, schools and Agricultural colleges.

How will you determine if your event was successful:

Success will be measured by delivering a professionally run, safe and enjoyable event that attracts good participation of Friesian Horses from within the state, supports the local economy and community and establishes the Friesian Keuring as a sustainable rural event for the region on behalf of the state of WA.

- Feedback is a key indicator for success, from the participants, the sponsors, and the spectators.
- The number of horses presented from within the state
- The total spectator attendance
- The volunteer participation and retention for the duration of the event
- Social media engagement, website traffic and media coverage before, during and after the event
- Achievement of the event budget and successful delivery within the planned timeframes
- The event contribution to promoting the Friesian breed, supporting responsible breeding practices and increasing awareness of the Australian Friesian Horse Society in WA

Has the Shire of Dardanup provided a donation towards this event in the past?		☐ Yes	☒ No
If yes:	Year:	Amount:	

3. BUDGET

Outline the budget details of your event using the Income and Expenses table below. All budget details must be completed using the table below. Budgets submitted as separate items attached, will not be assessed.

Itemised written quotes from the supplier/s providing the goods or services must accompany this application.

Income

'In-kind' contributions are goods, services, time, expertise, or other non-cash contributions which assist the development, delivery and/or evaluation of the event.

	Amount \$ (excluding GST)
Shire of Dardanup contribution (This is your \$ request for funding from the Shire of Dardanup)	3150
Your contribution (This is your organisations \$ contribution to the event)	900
Other contributions (This is other \$ income streams for the event – sponsorship, funding, ticket sales, vendor fees, other)	Sponsorship:
	Funding:
	Ticket sales (if applicable):
	Vendor fees:
	Other income: \$900 in fundraising from WA State members
Total \$ of all contributions (Total of Shire of Dardanup contribution, your contribution and other contributions)	
Total of 'In-Kind' contributions (Total 4 value of any In-Kind support from you or other organisations to deliver the event – estimated \$ value)	\$1350

EXPENSES

Please outline your projects' total expenses using the table below.

Item/s Description	Total item cost (ex GST)	\$ requested from SoD (ex GST)	\$ requested from others (ex GST)	\$ provided by applicant (ex GST)
	3600	3150		450

(Appendix ORD: 12.3.1C)

Appendix C-B: 2016-17				
International Judges Travel and Accomodation	900		900	
Food/Drink				
Road Transport – Fuel (airport – accom-venue-:pick up/drop offs)	450			450
Venue and Setup	1350			1350
TOTAL	6300	3150	900	2250

4. ACKNOWLEDGEMENTS

As the event organiser, applying for a Community Event Grant acknowledge that the information in my application is true and correct

I have attached a true & accurate quote/s from the supplier/s providing the goods or services:	Yes ☐
I have submitted an Events Application Form to the Shire for the event in which the grant funding is for:	Yes ☒
The grant funding will be used for the purpose for which it was given.	Yes ☒
I understand the Shire of Dardanup must be acknowledged in relevant publications or media coverage of the event for its support.	Yes ☒
I meet the eligibility criteria detailed in SDev CP044 Community & Events Grant Policy.	Yes ☒

Name:	Tashlin Jeffries
Signature :	T. Jeffries
Date:	22. 07. 2026.

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



SPONSORSHIP OPPORTUNITIES

There are several levels of sponsorships as well as general support options.

1. **DIAMOND SPONSORSHIP \$3000**
2. **PLATINUM SPONSORSHIP FOR \$2000**
3. **GOLD SPONSORSHIP FOR \$1500**
4. **SILVER SPONSORSHIP \$ 1000**
5. **BRONZE SPONSORSHIP \$ 750**
6. **CUP CLASS SPONSORSHIP \$400 – BEST OVERALL IBOP**
7. **GENERAL SUPPORTER OR ‘DONATION OF PRODUCT’**

	<i>DIAMOND</i>	<i>PLATINUM</i>	<i>GOLD</i>	<i>SILVER</i>	<i>BRONZE</i>	<i>CUP CLASS</i>
AMOUNT	\$3000	\$2000	\$1500	\$1000	\$750	\$400
Logo on Champion Rug	YES	NO	NO	NO	NO	NO
AFHS Magazine ads	Double page x 4 issues	Full Page x 4 issues	Full page x 2 issues	Half page x 2 issues	Quarter page x 2 issues	Group logo ad only
Keuring Catalogue Ads	Double page	Full page	Full page	Full page	Half page	Group logo ad only
Website advertising	YES	YES	YES	YES	Group logo ad only	Group logo ad only
Facebook advertising	YES	YES	YES	YES	Group logo ad only	Group logo ad only

Cup Classes.

- ★ Breeders Cup Best overall Australian bred 1-2 year old
- ★ Breeders Cup Best Overall Australian bred 3yo or over mare
- ★ Breeders Cup Best Overall Australian bred 3yo or over Gelding
 - ★ Breeders Cup best overall IBOP
- ★ Hans Maes Memorial Award Best Foal (AFHS Sponsored)

COMMUNITY GRANTS – LEVEL 3		Application # EL3-02
Applicant	Burekup and Districts Country Club auspicing for Burekup Volunteer Bush Fire Brigade	
Shire of Dardanup based	Yes	
Incorporated	Auspicing arrangement through Burekup Country Club	
Funding request \$	\$3,250.00	
Project details	70th Anniversary Celebration & Service Medal Presentation As per application: The Burekup Volunteer Bush Fire Brigade will host a 70th Anniversary Celebration and Service Medal Presentation on 17 October 2026 at the Burekup Country Club, recognising the dedication of past and present volunteers. The event will include formal presentations, light catering, and community engagement opportunities. Attendance is invite-only (brigade members, families, past members, DFES representatives and Shire officials); no public advertising will be undertaken.	
Benefits to the community as per application	As per application: The event recognises 70 years of volunteer service, supporting volunteer retention, brigade morale and continued participation in local emergency services, and reinforces relationships between the brigade, DFES and the Shire that support ongoing collaboration during emergencies.	
SoD Community Grant funding history	No prior Shire of Dardanup donation to this event (per application).	
Officer comments	The applicant meets the eligibility criteria under Policy SDEV CP044 for event and award ceremony funding. The event aligns strongly with Strategic Community Plan Outcome 3.3 (Community) – “Promote and encourage volunteering within the Shire of Dardanup” (Very High service priority) – and Outcome 3.4, “Maintain appropriate emergency services and planning” (Very High service priority), marking a significant milestone for a long-serving volunteer brigade. The event is invite-only rather than open to the general public, which differs from the “open to the public” framing typically expected of Level 3 Community Event Grants. This is offset by the significant community value of formally recognising 70 years of emergency-service volunteering on a milestone anniversary.	
Recommend approval	Yes	

Application attached



**APPLICATION FOR
COMMUNITY EVENT GRANT
LEVEL 3
\$1,001 - \$5,000**

FORM 220C

Date stamp

Please indicate which of the following objectives your event will achieve:

- ☐ Foster the distinctiveness of places through the personalisation of community areas
- ☐ Activate public spaces
- ☐ Build the skills and capacity of the community
- ☒ Leave a lasting positive impact on the community
- ☐ Promote accessibility and inclusivity for all members of the community
- ☐ Empower groups to be proactive in the community

APPLICATION ASSESSMENT PROCEDURE

Applications will be assessed based on their merits however priority will be given to applicants who have not previously received funding.

Applications are required to demonstrate the benefits to the Shire of Dardanup community. Preference will be given to projects with demonstrated community support.

It is anticipated that funding will not be provided every year for the same event or project as organisers should aim to become financially self-sufficient in the medium to long term.

The application and assessment procedure is as follows:

- Applications must be made on the prescribed forms and within the timeframe specified.
- Applications for Community Events (Levels 2 & 3) will be assessed by the Manager Place & Community Engagement and referred to the Grants, Awards & Scholarships Committee for determination. All applications will be presented to Council for final approval. Approval process takes a minimum of six weeks.
- All applicants will be notified in writing of the outcome of their application for Shire of Dardanup assistance.
- Decisions regarding funding applications are final and will not be reconsidered in that funding round.
- A Grant Acquittal (Form 116) and supporting documentation of your total expenditure must be submitted to the Shire of Dardanup, within three (3) months of the completion of the project.

HOW TO APPLY

1. The applicant must submit the below application form. To avoid delays to the application ensure all questions are completed and the information provided is correct. The application form must be submitted at least 8 weeks prior to the event date.
2. The applicant must obtain a formal written quote from the third party/parties supplying the goods/services and submit this with the application form. The formal written quote from the third party supplier must be itemised and include the business name, address, contact details and ABN (if applicable).
NOTE: It is the responsibility of the event organiser to ensure the third party supplier they engage has the required licences, qualifications and insurances for the job they are contracted to undertake.
3. The Application Form and any supporting documents can be submitted:
 - in person to the Shire office located at: 1 Council Drive, Eaton 6232;
 - or via email: grants@dardanup.wa.gov.au
 - or via post to: The Shire of Dardanup, PO Box 7061, EATON WA 6232.

To avoid delays please ensure all questions are completed and the information provided is correct.

1. APPLICANT DETAILS			
Event contact person name:		Andy Murray	
Company/organisation/position: (if applicable)		Burekup & District Country Club	
Postal address:		Russell Road, Burekup	Post Code: 6227
Mobile:		Home Phone:	NA
Email:	burekupcountryclub@gmail.com / burekupbfb@outlook.com		
What are the main services and/or activities of your organisation?			
The Burekup Volunteer Bush Fire Brigade provides bushfire response, hazard reduction burning, community fire safety education, emergency support, and volunteer training to protect the local community.			
2. EVENT DETAILS			
Official name of event:		Burekup Volunteer Bush Fire Brigade 70th Anniversary Celebration & Service Medal Presentation	
Event date/s:		17 October 2026	
Event Location/s:		Burekup Country Club, Burekup WA	
Event Summary:			
The Burekup Volunteer Bush Fire Brigade will host a 70th Anniversary Celebration and Service Medal Presentation to recognise the dedication of past and present volunteers. The event will bring together brigade members, families, residents, and community partners to celebrate the brigade's history, acknowledge long-serving volunteers, and strengthen community connection. Held at the Burekup Country Club on 17 October 2026, the event will include formal presentations, light catering, and opportunities for community engagement.			
Funding Requested (ex GST):		\$5,000	
Total Event Cost (ex GST):		\$6,500	
Number of total expected attendees at event:		80-100	
Number of expected attendees at event at any one time:		80-100	
Who is your target audience:		Brigade volunteers, their families, past members, residents, community partners, and supporters of the Burekup Volunteer Bush Fire Brigade.	
Has this event been held in the past?		Yes ☐ No ☒	
Will this event be held again?		Yes ☐ No ☒	
If you are planning to hold this event again, please describe the frequency (monthly, annually, bi-annually etc):			
NA			
Who is involved – communities, participants, stakeholders, population groups etc:			
The event involves current brigade volunteers, past members, their families, DFES representatives, Shire of Dardanup councillors, and invited emergency-service partners. It brings together people connected to the Burekup Volunteer Bush Fire Brigade's history and supports the volunteer base that provides essential fire and emergency response services to the local community.			
What benefits to the Shire of Dardanup community will your event offer:			
The event will recognise and celebrate 70 years of service by the Burekup Volunteer Bush Fire Brigade, acknowledging the commitment of volunteers who contribute to the safety and resilience of the Shire of Dardanup. By honouring past and present members, the event supports volunteer retention, strengthens brigade morale, and encourages continued participation in local emergency services. This contributes directly to community safety, preparedness, and long-term resilience. The event also reinforces positive relationships between the brigade, DFES, and the Shire, supporting ongoing collaboration during emergencies.			
Who does the event align with the Shire of Dardanup Strategic Community Plan (available on website www.dardanup.wa.gov.au):			
The event aligns strongly with the Shire of Dardanup's Strategic Community Plan by supporting key aspirations of building a healthy, connected, inclusive and resilient community. It recognises and celebrates the contribution of local emergency service volunteers, which strengthens community safety and preparedness — a core element of the Shire's long-term vision for a self-sufficient and sustainable community. By honouring past and present brigade members, the event reinforces positive relationships between the brigade, DFES, and the Shire, supporting collaboration during emergencies. It also			

contributes to community wellbeing by acknowledging volunteer service, fostering pride, and encouraging continued participation in local emergency services — all of which align with the Shire's goals of healthy living, strong community connections, and reliable local services.

Is entry to the event open to the general public: Yes ☐ No ☒

Is there an event entry/participation fee: Yes ☐ No ☒

If yes provide ticket/entry fee details: NA

How are you promoting the event:

The event is invited-only. Invitations will be sent directly to brigade members, past members, their families, DFES representatives, and Shire officials. No public advertising will be undertaken.

How will you determine if your event was successful:

Success will be measured by positive feedback from brigade members, past members, families, DFES representatives and Shire officials; smooth delivery of the medal presentations; strong attendance from invited participants; and the event's ability to recognise volunteer service and strengthen brigade morale. Successful coordination, staying within budget, and achieving the event's purpose of celebrating 70 years of service will also be key indicators.

Has the Shire of Dardanup provided a donation towards this event in the past? ☐ Yes ☒ No

If yes: Year: Amount:

3. BUDGET

Outline the budget details of your event using the Income and Expenses table below. All budget details must be completed using the table below. Budgets submitted as separate items attached, will not be assessed.

Itemised written quotes from the supplier/s providing the goods or services must accompany this application.

Income

'In-kind' contributions are goods, services, time, expertise, or other non-cash contributions which assist the development, delivery and/or evaluation of the event.

	Amount \$ (excluding GST)
Shire of Dardanup contribution (This is your \$ request for funding from the Shire of Dardanup)	\$5,000
Your contribution (This is your organisations \$ contribution to the event)	\$1,000- \$2,000
Other contributions (This is other \$ income streams for the event – sponsorship, funding, ticket sales, vendor fees, other)	Sponsorship: NA
	Funding: NA
	Ticket sales (if applicable): NA
	Vendor fees: NA
	Other income: NA

Total \$ of all contributions (Total of Shire of Dardanup contribution, your contribution and other contributions)	\$6,000
Total of 'In-Kind' contributions (Total 4 value of any In-Kind support from you or other organisations to deliver the event – estimated \$ value)	\$2,000

EXPENSES

Please outline your projects' total expenses using the table below.

Item/s Description	Total item cost (ex GST)	\$ requested from SoD (ex GST)	\$ requested from others (ex GST)	\$ provided by applicant (ex GST)
Venue Hire – Burekup Country Club Quote Confirmed	\$720.00	\$720.00	\$0	\$0
Catering (80-100 attendees) *through the Country Club Quote Pending	\$3,000	\$3,000	\$0	\$0
Cupcakes (dessert catering) Quote Confirmed	\$450.00	\$0	\$0	\$450.00
Decorations Quote Confirmed	\$250.00	\$250.00	\$0	\$0
Printing (invitations, stationery & guest gifts) Quote Confirmed	\$850.00	\$850.00	\$0	\$0
Medals and Certificates *Medals provided by DFES and Certificates provided by the Shire Quote not required	\$0	\$0	\$0	\$0
Postage (stamps) Quote Confirmed	\$170.00	\$170.00	\$0	\$0
Contingency / Miscellaneous cost	\$1,060	\$10.00	\$0	\$1,050
TOTAL	\$6,500	\$5,000	\$0	\$1,500

4. ACKNOWLEDGEMENTS**(Appendix ORD: 12.3.1C)**

As the event organiser, applying for a Community Event Grant acknowledge that the information in my application is true and correct.

I have attached a true & accurate quote/s from the supplier/s providing the goods or services:	Yes ☐ X
I have submitted an Events Application Form to the Shire for the event in which the grant funding is for:	Yes ☐ X
The grant funding will be used for the purpose for which it was given.	Yes ☐ X
I understand the Shire of Dardanup must be acknowledged in relevant publications or media coverage of the event for its support.	Yes ☐ X
I meet the eligibility criteria detailed in SDev CP044 Community & Events Grant Policy.	Yes ☐ X

Name:	Andy Murray – Vice President – Burekup Country Club
Signature :	<i>Andy Murray</i>
Date:	31.07.2026

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000 Fax: (08) 9724 0091
Email: records@dardanup.wa.gov.au



INVOICE



Stevie-Rae Keys at For You Balloons

1 Beela Road, Brunswick WA 6224
foryouballoons@outlook.com



ABN: 755 848 753 66

BSB: 066-540 Acc: 10277612

BILL TO
Burekup Volunteer Bushfire Brigade

INVOICE # 96
INVOICE DATE 18/07/2026

DESCRIPTION	AMOUNT
Balloon Garland and backdrop	250.00
TOTAL	\$250.00

Thank you

A deposit of \$250 due two weeks after invoice date - Non-refundable
Full Payment due the Monday prior to your event



Grants Officer

Shire of Dardanup

Dear Sir / Madam

RE: AUSPICE CONFIRMATION FOR BUREKUP VOLUNTEER BUSHFIRE BRIGADE

The Burekup & District Country Club (ABN: 47 807 783 757) confirms that it is the auspicing organisation for the Burekup Volunteer Bushfire Brigade for the purpose of the Dardanup Shire Grants 2026

The Burekup & District Country Club agrees to:

- Act as the legally responsible organisation for this grant
- Receive and manage any grant funds awarded
- Ensure funds are used for the approved project
- Support the brigade to meet all reporting and acquittal requirements

The Burekup Volunteer Bushfire Brigade operates under the governance of the Shire of Dardanup as an unincorporated volunteer emergency service unit

If the grant application is successful, the Burekup & District Country Club authorises the brigade to deliver the proposed project deliverables

My organisation's point of contact on this matter is the President of the Burekup & District Country Club, Noel Hovey – available via email at burekupcountryclub@gmail.com or via phone on [REDACTED]

Yours sincerely

Andy Murray

Vice President Burekup & District Country Club

Order summary

Subtotal	\$878.97
<u>Savings</u>	-\$29.85
<u>Delivery</u>	<u>FREE</u>

Total due	\$849.12
	Including \$77.19 GST

Have a promo code? ▾

Checkout

Roll of 100x \$1.70 Stamps

SKU: 50331

\$170.⁰⁰

 **PayPal** Pay in 4 interest-free payments of \$42.50. [Learn more](#)

 Free standard delivery Australia-wide on orders \$60+

QTY

-	1	+
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Add to cart



Alexis Earnshaw <sweettemptationsbylexi@outlook.com>

To: You



Thu 7/16/2026 7:26 PM

Good Evening, Dee

As per prior communications regarding 80 cupcakes for the 70th anniversary of Burekup Fire Brigade on October 17, please see below pricing as discussed:

80 x iced cupcakes = \$400

80 x iced cupcakes with 40 edible images = \$440

Gluten free option additional \$20.

The above quote is for colours discussed (red gold and black), flavours discussed (40x chocolate 40x vanilla) and edible images which the images will be supplied via email if you were to proceed.

Any issues or queries please don't hesitate to reach out.

Many Thanks

Lexi

Kylie Tucker

From: Burekup Bushfire Brigade <burekupbfb@outlook.com>
Sent: Monday, 27 July 2026 9:30 PM
To: Kylie Tucker
Subject: Re: Confirmation of Project Viability - Burekup BFB Community Event Grant application

CAUTION: This email originated from outside the Shire of Dardanup.
Do NOT click links or open attachments unless you recognize the sender and know the content is safe. Do NOT enter any username or passwords and report any suspicious content.

Hi Kylie,

Thanks for letting me know. The project is still viable at the reduced amount — we'll be securing additional support through sponsorships and other funding avenues to cover the remaining costs.

Please proceed with the assessment at the \$3,250 level. I'll keep you updated as we confirm the supplementary funding.

Kind regards,

Dee Miller
Secretary

Burekup Bushfire Brigade
[REDACTED]
E: burekupbfb@outlook.com
Lot 100 Russell Rd, Burekup WA 6227



Revised budget ?
ie So D \$3,250
Club/Inkmd \$1,500
Other \$1,750
Sponsors /
Donations
Total \$6,500

From: Kylie Tucker <Kylie.Tucker@dardanup.wa.gov.au>
Sent: Monday, July 27, 2026 3:48 PM
To: Burekup Bushfire Brigade <burekupbfb@outlook.com>
Subject: Confirmation of Project Viability - Burekup BFB Community Event Grant application

Good afternoon, Dee

Thank you for your grant submission.

Before I finalise my recommendation to Council, I would like to confirm one detail regarding your application. Please note that the Shire's Level 2 and Level 3 Grants Program provides funding of up to 50% of the total eligible project cost. Based on your application, the maximum funding available would be **\$3,250.00**.

Would you please confirm whether your project remains viable with funding of \$3,250.00, and whether you intend to proceed if this amount is approved?

I appreciate your prompt response so I can finalise my assessment.

Kind regards

Kylie Tucker

Place & Community Engagement Team Leader

Office Hours: Monday - Friday 8:00AM - 4:30PM



A: 1 Council Drive | PO Box 7016 | Eaton WA 6232

T: 08 9724 0477 | **E:** kylie.tucker@dardanup.wa.gov.au

W: www.dardanup.wa.gov.au | [Privacy Policy](#) | [Collection Notices](#)



From: Burekup Bushfire Brigade <burekupbfb@outlook.com>

Sent: Monday, 20 July 2026 3:51 PM

To: Records <records@dardanup.wa.gov.au>

Subject: Burekup BFB Community Event Grant application

You don't often get email from burekupbfb@outlook.com. [Learn why this is important](#)

CAUTION: This email originated from outside the Shire of Dardanup.

Do NOT click links or open attachments unless you recognize the sender and know the content is safe. Do NOT enter any username or passwords and report any suspicious content.

Dear [Recipient],

Attached is our Burekup BFB Community Event Application, which we're excited to share with you. Included are the following documents: 1) Event Application, 2) Supporting letter from the Burekup Country Club, and 3) Quotes. I want to mention that I was unable to obtain a catering quote in time for this submission; if you require this to support our application, please let me know and I will provide it promptly.

Thank you so much for your ongoing support and for taking the time to review our request. We are grateful for your attention and assistance in helping our brigade celebrate its 70th Anniversary and presentation Event, which marks an important achievement for our community. We truly appreciate your support and look forward to working together to make this event a success.

Kind regards,

Dee Miller
Secretary

Burekup Bushfire Brigade

M: [REDACTED]

E: burekupbfb@outlook.com

Lot 100 Russell Rd, Burekup WA 6227

