



Major Event Funding Application Form

Information provided in this application will be used to determine Council funding.
Applications will be assessed by the Events Committee.

Part One – Details of Group/Organisation Making Application

1.1 Group/Organisation Details

Name of Group/Organisation: Barooga Sports Bowls Club

Address of Group/Organisation: Snell Road Barooga 3644

1.2 Contact Details

Name: Ken Anderson

Position: Workplace Health & Safety Officer

Postal Address 5a Kamarooka Street Barooga 3644:

Telephone No (B/H) 58734 851

(A/H) 58734 851

Fax No

Email address: kan20738@bigpond.net.au

1.3 Proof of Incorporation

Does the group or organisation have legal status of organisation (Incorporated, Association)?

Please tick appropriate box and provide registration number and date of establishment:

Yes Registration Number:.....

Date of Establishment:.....

No

1.4 What is your Group/Organisation GST status? (Please tick one box below)

No ABN and not registered for GST (please attach a Statement by Supplier).

ABN but not registered for GST (please attach a copy of the ABN Certificate).

ABN and registered for GST (please attach a copy of the ABN Certificate).

Currently applying for ABN/GST registration (when received Council will require this information before funding can be made).

Section 355 Committee of Berrigan Shire Council.

1.5 Provide a brief description of nature and objectives of the group or organisation.

The Barooga Sports Bowls Club will hold a prestigious Bowls Australia Ranking Event during autumn (off season) 2017, and encourage bowlers to attend Barooga and Tocumwal Bowls Clubs.

Our objective is to ensure the bowlers play in a safe and healthy environment over the four day event and show case Berrigan Shire facilities.

The event attracts bowlers plus family members (non-residents) for the duration of the event, by staying at Motels, eating at restaurants and shopping, as this would benefit the Berrigan Shire economy.



Major Event Funding Application Form

Part Two – Event Overview

2.1 Event Title

Barooga Classic Pairs

2.2 Event Description (Briefly describe the proposed event in one or two sentences)

The bowling event is played over four days, pairs playing 7 games of 19 ends at two venues. Scoring: Two points a win and shots up the player with the maximum points and shots up is the winner. Each venue supplies morning tea and lunch each day. The winners of the event will collect the prizes at the Barooga Bowls Club on the fourth day.

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2.3 Location of Event (Address)

Barooga Sports Bowls Club Snell Road Barooga and Tocumwal Bowls Club 5 Adams Street Tocumwal

2.4 Event Start Date 22 / 5 / 2017

Finish Date: 25 / 5 / 2017

2.5 Has the event been held in previous years? If so, how many years?

Five (5) 2012, 2013, 2014, 2015 & 2016

2.6 Please specify any other assistance (financial and in-kind) that has been provided to the group or organisation by Council over the past three years and for which project/event.

2016 Berrigan Shire Council sponsored our event for \$2,500.00

2.7 Has a representative of the group met with Council staff before lodging this application?

Yes Staff information:.....

No

2.8 How many people are expected to attend this event

128 Bowlers, 75 family members and many spectators, total approximately 380.

2.9 How did you estimate this number? (please provide any evidence from previous events)

Evidence of previous events

2012 Bowlers 112, family members 40 and 45 spectators, total 197

2013 Bowlers 64, family members 25 and 45 spectators, total 134 Cobram bowling was not available.

2014 Bowlers 112, family members 50 and 60 spectators, total 222 change to Tocumwal bowling club.

2015 Bowlers 108 family members 55 and 80 spectators, Total 243

2016 Bowlers 84 family members 30 and 70 spectators, Total 184 Moama Bowls event held at the same time.



Major Event Funding Application Form

Part Three – Project Funding Assessment Criteria

It is important that all sections are completed to assist the Committee in their assessment, and that your responses target the assessment criteria contained in the Funding Guidelines. Attach additional pages if required.

3.1 Event Rationale

What is the main objective of holding this event?

This prestigious Bowls Australia Ranking event played at Barooga and Tocumwal Bowls Clubs enables us to grow our event. We invite players from many parts of the state of N S W and Victoria to enjoy our facilities in the sun country during the autumn season as being significant to the region. Further growth, may need to invite Berrigan and or Finley bowling clubs to satisfy increased numbers to the event.

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3.2 Event Stakeholders

Please list all stakeholders that will be involved in staging the event, including task/s or role.

Barooga Sports Club
 Barooga Sports Bowls Club, Classic events committee of 5 members.
 Prepare entry forms, advertising and promotional material, collecting entry fees and sponsor donations. Ensure catering will be available for 4 days of the event.
 Preparing bowlers draw sheet, score cards & score sheets for both venues.

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3.3 Organisation Background

Please provide examples of previous events staged by your group or organisation

The classic events committee have organised (5) five previous events and were found to be successful. The survey taken on the last day gave us an excellent result "good four day event playing pairs during May". Unfortunately last event 2016 we clashed with Moama annual bowls event causing less entries. Our next event has been approved as Tier 3 national ranking events; this will enable us to grow our entries this year with better planning.

3.4 Funding Requested from Council

Amount **\$2,520.00**

Please explain what the funding will be used for?

Direct marketing program;

To increase our number of bowlers to the event, we will mail out an incentive flyer asking our regular teams to encourage a new team to attend our event. Those regular teams and new teams shall be entered into a draw. The winners will be drawn during the event and they will both win a weekend at the Barooga Golf Club at the total value of \$1400.00

Set up costs:

Incentive flyers \$275.00 & Entry forms \$275.00

Face book and web site \$250.00

Promotional material printing costs \$120, Incentive flyer, Entry forms and postage \$200.00

All promotional material will include Berrigan Shire Council Logo.



Major Event Funding Application Form

3.5 Event Plan

Please provide a clearly identified project plan including event stages, action dates and responsibilities.

Event Stage	Completion Date	Responsibility	Comments
Planning event	June 2016	Committee	22nd May- 25th May 2017
Sponsorship	August 2016	Murray Burnett	Ken Anderson Berrigan Shire
Entry form	October 2016	Archie Ellis	Distribute
Direct marketing program	January 2017	Ken Anderson	Incentive program
Promotions	January 2017	Ken Anderson	Face book & Web page
Catering	April 2017	Dawn Nash	IGA &K & A Foods
Entries close	10th April 2017	Archie Ellis	Prepare event draw
Score sheet	Late April 2017	Ken Anderson	Add teams
Score cards	Late April 2017	Archie Ellis	Add teams
Entry fee collection	1st May 2017	John Bruce	Bank
Prize monies	7th May 2017	John Bruce	Prepare envelopes
Event	8th May 2017	Committee	Final results
Event prizes	11th May 2017	V. Toohey	Prize envelopes

3.6 Economic Impact

Estimated number of visitors from outside the Berrigan Shire: 108 bowlers and 64 family members

Estimated number of visitors from inside the Berrigan Shire: 20 bowlers and 80 spectators

How do you propose to attract visitation to the event?

The prestigious bowling event held in the off bowling season attracts many visitors through, word of mouth, flyers, promotional material and advertising.

What economic opportunities will the event provide in terms of local shopping, dining or accommodation?

Past events held in Barooga and Tocumwal, bowlers and their families have used local Motels, caravan parks, shops and restaurants.

Barooga classic held over (4) days allowing bowlers and families to use all facilities available to them, helping the local community business economically.

3.7 Marketing and Promotion

List the activities that you will undertake to market and promote the event (how, when and through which mediums), identify who you are trying to attract by the activity (age, geographic location, special interest group), and how much each will cost. Enter total cost under Expenses "Advertising" in Section 4.1 Program Budget.

Dates	Advertising medium (Print, TV, radio, internet, etc.)	Advertising reach (e.g. circulation, no. of flyers, no. of adverts, etc.)	Scope	Est. Cost
e.g. 21/07/11 – 21/08/11	Radio – StarFM,	60 x 15 sec ads	Wodonga, Shepparton, Wagga	\$2,500.00
1/1/2017-1/4/2017	Incentive program	350	NSW & Victoria	\$1,400.00
1/10/2016	Entry forms & Flyers	350	NSW & Victoria	\$200.00
1/1/2017	Face book/Web site	7000	NSW & Victoria	\$250.00
11/5/2017 Final Day	Win Regional News	1 Minutes & 36 Sec	Victoria	Nil
Total Advertising Cost				\$1,850.00



Major Event Funding Application Form

What process will or have you put into place to engage co-operation with local businesses?

The classic committee have discussed with Motels the date of the event and advised the Motels that their address will be on the entry forms.

The classic catering committee have discussed with local food shops regarding quantity of food needed for the 4 days of the event before the 22nd May 2017.

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3.8 Community Benefit

How will the event provide affordable entertainment?

Both venues are open to the community to watch the classic game of bowls at no cost..

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How will the event promote partnerships with other community organisations?

We needed to grow classic pair's event and by inviting the Tocumwal bowls club again this year with turf greens we will be able to attract bowlers and their families to the region.

How will the event promote cultural awareness?

The game of bowls embraces multiculturalism.

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How will the event promote youth involvement?

Each year there are a number of teams with juniors playing and Junior's playing with their parents enjoying the experience in a prestigious event.

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Will the event provide disability access?

Both bowling clubs provide ramps to access the green and clubhouse as well as disability toilet facilities.

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Please list any community groups or organisations that will benefit from event profits and estimate approximate donation

The previous classic pairs events were non profitable.

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How does the event demonstrate a commitment to waste wise/recycling program?

Both venues provide adequate rubbish bins to control waste and recyclable bins..

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Major Event Funding Application Form

Part Four – Financial Details of Project

A copy of the groups/organisations latest annual report and financial statement (including balance sheet) must be attached to this application.

4.1 Program Budget

INCOME	
Source	Total \$29,465.00
Amount requested from Council (<i>from Question 3.4</i>)	\$2,520.00
Funds provided from your organisation	\$1,400.00
Corporate sponsorship	\$6,100.00
Business/philanthropic contribution	NIL
Other government contribution	NIL
Fees/admission increased from \$125.00 P/P	\$16,000.00
Food and drinks	\$1,900.00
Raffles/Fundraising	\$1,545.00
Other (please specify)	
Total Income of event	\$29,465.00

EXPENSES	
Source	Total \$27,005.00
Administration	\$540.00
Advertising (<i>from Question 3.7</i>)	\$1,850.00
Printing	\$120.00
Marketing materials setup costs	\$550.00
Hire fees	NIL
Entertainment	NIL
Food and drinks	\$5,120.00
Prizes/donations	\$16,620.00
Permit fees	NIL
Other (please specify) Power & Cleaning	\$925.00
Meal Vouches	\$1,280.00
Total expenditure of event	\$27,005.00



Major Event Funding Application Form

Part Five – Authorisation and Compliance

This is to be signed by two executive committee members of the group/organisation

I declare that the information supplied in this form is to the best of my knowledge accurate and complete.

Name: Ken Anderson

Name: Kevin Cousins

Position: Workplace Health & Safety Officer

Position: Secretary

Address: 5A Kamarooka Street Barooga NSW 3644

Address: P O Box240 Barooga NSW 3644

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.....

Phone: (A/H). 58734851

Phone: (A/H). 58734497

(B/H).....

Phone: (B/H).....

Signature:.....

Signature:.....

Date:.....

Date:.....

Part Six – Checklist

	Yes (✓)	Committee Use Only
Required:		
All questions have been answered	X	
Copy of budget for the project	X	
Evidence of public liability insurance with coverage of \$20m, noting Berrigan Shire Council as an interested party	X	
If applicable:		
Copy of incorporation		
Proof of ABN		
Details of registration for GST		
Copy of latest Annual Report		
Additional supporting information	X	
Letter/s of endorsement from contributing organisations		
Letter/s from community groups/stakeholders supporting event		

Please forward completed applications to:

The Secretary
 Berrigan Shire Council
 Events Committee
 P.O. Box 137
 BERRIGAN NSW 2712