



Office Use Only
TRIM: _____
Grant No: _____
Project Coordinator: _____

# CSRFF Small Grants Application Form

**For projects up to \$150,000 to be acquitted by 15 June 2015**

**You MUST discuss your project with an officer from your nearest Department of Sport and Recreation office before completing and submitting your application. Failure to do so will render your project ineligible.**

**All applications MUST be submitted to your local government. Contact your local government to determine the cut off date for the submission of applications.**

DSR Contact: Chris Thompson, Kayla Brown & Brent Sheridan	Date: August 2013	Office: Great Southern Office
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### Applicant's Details:

Organisation Name:	Jerramungup Sports Club Inc.				
Postal Address:	PO Box 90				
Suburb:	Jerramungup	State:	WA	Postcode:	6337
Street Address:	Derrick Street				
Suburb:	Jerramungup	State:	WA	Postcode:	6337

### Preferred Contact Person:

*All application correspondence will be directed to this person*

Name:	Carolyn Daniel	Title:	Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input checked="" type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	Secretary/Funding Officer		
Business Phone:	98353025	Facsimile:	98353025
Mobile Phone:	0400216595	Email:	caroloynd@westnet.com.au

### Organisation Business Details:

Does your organisation have an ABN?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ABN: 377 656 323 89
Is your organisation registered for GST?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Copy attached
Is your organisation not-for-profit?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is your organisation incorporated?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Incorporation #: 22072/10/82-1M-J945
Bank details:	Bank: Bank West	BSB: 306-056 A/c: 4955018

### Local Government Authority Details:

LGA:	Shire of Jerramungup		
Contact:	Brent Bailey	Title:	Dr <input type="checkbox"/> Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/>
Position Held:	DCEO		
Business Phone:	98351022	Facsimile:	98351161
Mobile Phone:	0429204538	Email:	dceo@jerramungup.wa.gov.au

## PROJECT DETAILS

### Project Description:

Refurbishment and upgrade of facilities to Jerramungup Sporting Ground infrastructure.

### How did you establish a need for your project?

The Jerramungup Sports Club has 9 affiliated Sporting Clubs who have contributed to a 10 year Strategic Plan for the ongoing improvement of our Sporting Facilities.

This plan is lodged with the Shire of Jerramungup and is reviewed annually by club representatives.

In addition to our traditional membership, the Sports Club runs an Active After School Program involving approximately 70 Primary School Children doing a range of activities including gymnastics, junior tennis, dance, football, cricket, hockey, netball and basketball over the space of a year.

The Sports Club is a participant in the Good Sport Program where we are working to find ways to work with our affiliated clubs to ensure that they are keeping their members safe and happy, finding ways to improve sponsorship and running health/lifestyle events.

A sub-committee has been working together to develop this project for over 6 months. The works proposed in this application are scheduled in our Strategic Plan and have been considered carefully by each participating Club to assess their financial and physical capacity to undertake the project to determine what is needed.

The ablution block refurbishments in both the Sports Club and Pavilion are well overdue with all toilets being in excess of 30 years old and in need of upgrading for functional and health safety reasons.

The Pavilion kitchen upgrades are to meet the demand of the facility which caters for all winter and some summer sports and will make the cupboards rodent proof.

The practice cricket pitches will assist in the development of cricket in our town. Currently there is nowhere for the cricketers and school aged people to practice in a safe environment that is off the main oval. The practice pitches will be utilised all year round by local youths during summer and winter. The proposed location is between all of the sporting venues to ensure that they are close to adult supervision and the nets will ensure that no damage is done to any vehicles in the adjacent car park.

### *Percentage of Community who will benefit*

This project will target 90% of our local community demographic to include families and youths.

### *Wider Application*

The combined sporting group membership belongs to the Ongerup Football, Netball and Hockey Associations as well as the Eastern Great Southern Cricket Association. These Associations represent surrounding communities including, Ongerup, Gnowangerup, Lake Grace/Pingrup, Newdegate, Borden, Green Range, Wellstead, Bremer Bay, Gairdner and Boxwood Hill with an estimated 1400 people passing through the facilities on an annual basis.

When Jerramungup host finals these numbers increase by an estimated 800-1,000 people.

The improved facilities will benefit all of these people when utilising these facilities.

More importantly, this project will protect our existing assets and meet the current demand of our community.

Project location:	Jerramungup Sporting Grounds		
Land ownership:	Who owns the land on which your facility will be located? Shire of Jerramungup Lease Expiry (if applicable): N/A		
Planning approvals	Only required for new cricket pitches. All other works are internal upgrades.	If no, provide the date it will be applied for:	
Where applicable, has planning permission been granted? (LGA)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	31/07/2014	
Indigenous? (Department of Indigenous Affairs)	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Swan River Trust?	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Environmental? (Department of Environment and Conservation)	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Native Vegetation Clearing Permit? (Department of Environment and Conservation)	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___	
Please list any other approvals that are required?	Yes <input type="checkbox"/> No <input type="checkbox"/>	___/___/___	

How will your project increase physical activity?

The practice cricket pitches will increase activity in relation to hand eye coordination skills and recreational activities of both senior and junior sports people. Ross Stephen from the WACA is supportive of the project and is keen to train juniors under the Active After School Program utilising the proposed new practice wickets.

Upgrading the change room facilities will provide an area for massage therapy and modern baby change room facilities which will make it more comfortable and easier for parents with children to participate in sport. These areas will be made safe and hygienic in line with Occupation Health and Safety requirements for any public building.

Do you share your facility with other groups? Yes  No  If so, who:

The combined facilities are used by 9 sporting groups including, the Football, Hockey, Netball, Cricket, Tennis, Bowls, Basketball, Golf, Winter Sports Committee and Junior Teams for each Club. In addition to our affiliated clubs, the facilities are utilised by the Active After School Program which is coordinated by the Jerramungup District High School and delivered by the Jerramungup Sports Club Inc. Term 1 includes Dance, Gymnastics and Tennis. Term 2 will include Gymnastics, Football and Hockey. Terms 3 & 4 are yet to be determined. There are in excess of 70 children participating in these programs for 7 weeks each term in addition to the other sports listed above.

List the main sport and recreation activities (maximum of 3) which will benefit from your proposal. Please indicate the approximate % usage of the facility (or part of the facility relating to this proposal).

Sport/community organisation	% use of the facility	Hours per week
Jerramungup Cricket Club	5	8
Jerramungup Football Club	45	8
Jerramungup Sports Club	50	20

State Sporting Associations are involved in the assessment of applications and may be able to provide valuable information when planning your project, particularly in relation to technical design issues. They should be consulted as part of the application process.

What is the name of the State Sporting Association for your activity/sport?

Clubs WA, WACFL and the WACA

Have you discussed your project with your State Sporting Association? Yes  No

Contact Name: Peter Seaman, Joe Georgiades,

Date of contact: 03/12/2013

## PROJECT DELIVERY

Task	Date
Council approvals	July 2014
Preparation of tender/quotes	July 2014
Issuing of tender	August 2014
Site works commence	September 2014
Construction starts	October 2014
Project 50% complete	November 2014
Project completed	March 2015
Handover – final inspections	March 2015
Project Acquitted	April 2015

### GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

### PRIVACY STATEMENT AND STATEMENT OF DISCLOSURE

The Organisation acknowledges and agrees that this Application and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Application, including its terms and the details of the Organisation.

Any information provided by you to DSR can be accessed by you during standard office hours and updated by writing to DSR or calling (08) 9492 9700. All information provided on this form and gathered throughout the assessment process will be stored on a database that will only be accessed by authorised departmental personnel and is subject to privacy restrictions.

DSR may wish to provide certain information to the media for promotional purposes. The information will only include the applicant's club name, sport, location, grant purpose and grant amount.

### APPLICANT'S CERTIFICATION

I certify that the information supplied is to the best of my knowledge, true and correct.

**Name:** Carolyn Daniel

**Position Held:** Secretary/Funding Officer Jerramungup Sports Club Inc.

**Signature:**  \_\_\_\_\_

**Date:** 8/03/2014

## LODGEMENT OF YOUR APPLICATION

- Applications are to be received in hard copy and should be stapled or clipped at the top left-hand corner. Please do not bind.
- It is recommended that you photocopy your completed application form, including attachments for your own records and future audit purposes.
- All attachments and supporting documentation (see next section) should be clearly identified and securely attached to the application form.
- Applications must be submitted to your Local Government Authority by the Local Government's advertised cut off date.

The following documentation must be included with your application. Applicants may wish to supply additional RELEVANT information.

### Grants up to \$50,000:

<input checked="" type="checkbox"/>	Application form.
<input checked="" type="checkbox"/>	Incorporation Certificate.
<input checked="" type="checkbox"/>	Two written quotes.
<input checked="" type="checkbox"/>	If your project involves the upgrade of an existing facility, include photograph/s of this facility.
<input checked="" type="checkbox"/>	Locality map, site map and building plans (in relevant constructions projects), including where the proposed facility is located in relation to other sport and recreation infrastructure.
<input checked="" type="checkbox"/>	Income and expenditure statements for the current and next financial years. (LGAs exempted).
<input type="checkbox"/>	Written confirmation of financial commitments from other sources including copies of council minutes.
<input type="checkbox"/>	For resurfacing projects, a written guarantee from the supplier of the product that clearly identifies the product's life expectancy.
<input checked="" type="checkbox"/>	Itemised project cost for components and identified on the relevant quote for each (including cost escalation).
<input type="checkbox"/>	For floodlighting projects, a lighting plan must be supplied showing lux, configuration and sufficient power supply

### Your application will be considered not eligible, if:

- You have not discussed your project with the Department of Sport and Recreation and your State Sporting Association.
- You do not meet the eligibility criteria for the grant category to which you are applying.
- You have not included with your application all the relevant required supporting documentation. There is no onus on Department staff to pursue missing documentation.
- Applicants/projects that have received a CSRFF grant in the past and have not satisfactorily acquitted that grant. In some cases this may apply to localities where other significant projects have not been progressed or have not completed a previous project in accordance with the conditions of the grant provided. An assessment will be made and if no physical progress has occurred, new applications may not be recommended.
- It is not on the correct application form.
- The project for which application is made is specifically excluded from receiving CSRFF support.

# DEVELOPMENT BONUS APPLICANTS ONLY

If you applied for a CSRFF grant for more than one third of the cost of the project, please provide evidence of meeting at least one of the following criteria.

**You MUST contact your local DSR office to determine eligibility before applying.**

Category		Details
Geographical location	<input checked="" type="checkbox"/> Regional/Remote location <input type="checkbox"/> Growth Local Government	Jerramungup In Great Southern Region
Co-location	<input checked="" type="checkbox"/> New <input checked="" type="checkbox"/> Existing	Refurbishing 2 buildings in same Sporting Grounds plus installing 2 new practice cricket pitches in the Sporting Grounds
Sustainability initiative	<input checked="" type="checkbox"/> Water saving <input type="checkbox"/> Energy reduction <input type="checkbox"/> Other	Ensuring that all bathroom and toilet facilities have water saving showerheads and dual flushing toilets. The upgrade of existing infrastructure will ensure the building's viability rather than requiring new buildings in the future and protect and maintain existing assets.
Increased participation	<input checked="" type="checkbox"/> New participants <input checked="" type="checkbox"/> Existing participants – higher level <input checked="" type="checkbox"/> Special interest <input checked="" type="checkbox"/> Other	<p>The 2 new practice cricket pitches will enhance the skills of the existing cricket team as well as enable school children to utilise the facility when training with Ross Stephen from the WACA. The pitches will be utilised for recreational purposes out of season.</p> <p>The upgraded ablutions/change rooms will make it easier for parents with young children to participate and be comfortable with improved child changing facilities that meet Occupational Health and Safety requirements.</p> <p>The upgrade of the ablution blocks in the Sports Club will increase the entire venue's appeal to attract multiple functions including sports meetings, conferences, member's weddings etc. helping to keep the venue viable in the future.</p>

# PROJECT BUDGET

## ESTIMATED EXPENDITURE

Please itemise the components of your project in the table below, indicating their cost and which quote or part of quote was used to estimate this. Quantity Surveyor costs will be accepted however the responsibility lies with the applicant to ensure the validity of the information. A contingency allowance is considered an acceptable component.

<b>Project Description (detailed breakdown of project to be supplied)</b>	<b>\$ Cost ex GST</b>	<b>\$ Cost inc GST</b>	<b>Quote Used (list company name and quote no)</b>
Refurbish Sports Club Ablution blocks Incl. Tile surface correcting, waterproofing tile areas, installation of tiles on floors & walls and fittings	35,000	38,500	Split between Cuazac Constructions & Quantity Surveyor
Refurbish Pavilion Ablution blocks Incl. Tile surface correcting, waterproofing tile areas, installation of tiles on floors & walls, installation of waterproof carpet, install sliding doors	50,000	55,000	Split between Cuazac Constructions & Quantity Surveyor
Dual Flush cisterns Pavilion ladies & men's ablutions	3,835	4,219	Quantity Surveyor
Tap ware Pavilion ladies & men's ablutions	1,350	1,485	Quantity Surveyor
Shower partitions Ladies change rooms	4,365	4,802	Quantity Surveyor
Wall hung urinal Pavilion & Sports Club 1 each	7,800	8,580	Quantity Surveyor
Tap ware Sports Club ladies & men's ablutions	2,120	2,332	Quantity Surveyor
Cupboard doors Pavilion kitchen	2,000	2,200	Quantity Surveyor
2 Practice cricket pitches	25,300	27,830	Quantity Surveyor
<b>Donated materials</b>			
Cement for posts for practice cricket nets	100	<b>110</b>	Incl. by Quantity Surveyor but will get from <b>Foreman Rural</b>
Sand for base of practice cricket pitches	600	<b>660</b>	Incl. by Quantity Surveyor but cricket club will do
<b>Volunteer expenses</b>			
Truck Hire for cricket pitches	1,200	1320	Incl. by Quantity Surveyor but cricket club will do
Bob Cat Hire for cricket pitches	800	880	Incl. by Quantity Surveyor but cricket club will do
Removal of old tiles in Pavilion & Sports Club	4,975	5473	Incl. by Quantity Surveyor but cricket club will do
Site Preparation for cricket pitches	1,000	1,100	Incl. by Quantity Surveyor but cricket club will do
Fencing Erection Cricket pitches	3,000	3,300	Incl. by Quantity Surveyor but cricket club will do
<b>Sub Total</b>	143,445	<b>157,791</b>	
<b>Contingency</b>	1,500	1,650	
<b>Cost escalation</b>	5,000	5,500	<i><b>The variation between local quotes and the 'Quantity Surveyors (QS) quotes are significant and we believe that it is likely to exceed the QS quotes due to travel, accommodation and degree of difficulty in preparation plus the time lapse between final quotes, hence we have picked middle ground on significant items</b></i>
<b>a) Total project expenditure</b>	149,945	164940	

- At least two written quotes are required for each component.
- If your project is a floodlighting installation or upgrades, please ensure that the power supply is sufficient and no upgrade will be required. If upgrade is required and not budgeted for, the grant will immediately be withdrawn. A lighting plan must be supplied showing lux and configuration.
- Projects that do not meet Australian Design Standards are ineligible for funding.

## PROJECT FUNDING

Source of funding	\$ Amount ex GST	\$ Amount inc GST		Funding confirmed Y / N	Comments to support claim (please attach relevant support)
Local government	49,982	54,980	LGA cash and in-kind		See attached
Applicant cash	36,306	39,937	Organisation's cash	Yes	See attached budget
Volunteer labour	10,975	12,073	Cannot exceed applicant cash and LGA contribution – max \$50,000	Yes	See attached budget
Donated materials	2,700	2,970	Cannot exceed applicant cash and LGA contribution	Yes	See attached budget
Other State Government funding					
Federal Government funding					
Other funding – to be listed			Loans, sponsorship etc		
CSRFF requested	49,982	54,980	up to 1/3 project cost		
Development Bonus			Up to ½ project cost		
<b>b) Total project funding</b>	149,945	164,940			
<b>*Note: If the funding approved is less than funding requested for this project, or the project is more expensive than indicated in this budget, where would the extra funds be sourced from?</b>					The project would be reduced & in the case of cost over runs, a loan would be considered.

## GST

Grant payments are payable to the applicant/grantee only. This may have taxation implications for grantees. If grantees wish specific advice relating to their grant, this can be obtained from the Australian Taxation Office (ATO). Please note depending upon the value of the project and/or grant, the ATO may require an organisation be registered for GST. If the applicant is registered for GST, the grant is grossed up with the GST amount.

## FINANCIAL SUMMARY

a) Total project expenditure (ex GST)	149,945
b) Total project funding	149,945
c) Project variance*	NIL

\*Balance between a) and b) should be \$0



# PROJECT ASSESSMENT SHEET

This page is for the use of the relevant Local Government Authority to be used for both community and LGA projects. Please attach copies of council minutes relevant to the project approval.

<b>Name of Local Government Authority:</b> Shire of Jerramungup
<b>Name of Applicant:</b> Jerramungup Sports Club Inc.

Note: The applicant's name cannot be changed once the application is lodged at DSR.

## Section A

The CSRFF principles have been considered and the following assessment is provided:

(Please include below your assessment of how the applicant has addressed the following criteria)

### All applications

	Satisfactory	Unsatisfactory	Not relevant
Project justification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Planned approach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community input	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access and opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial viability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-ordination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential to increase Physical activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Development applications only

	Satisfactory	Unsatisfactory	Not relevant
Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-Location	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Interest Group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Section B

LGA – priority ranking of this project	
Priority ranking of no of applications received	of applications received
Is this project consistent with the	<input type="checkbox"/> Local Plan <input type="checkbox"/> Regional Plan <input type="checkbox"/> State Plan
Have all planning and building approvals been given for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what approvals are still outstanding?	

### Project Rating (Please tick the most appropriate box to describe the project)

- A Well planned and needed by municipality
- B Well planned and needed by applicant
- C Needed by municipality, more planning required
- D Needed by applicant, more planning required
- E Idea has merit, more planning work needed
- F Not recommended

**LGA comments:**

Signed

Position

Date

Applications for CSRFF funding must be submitted to your Department of Sport and Recreation office by **4pm on the last working day in March**. Late applications cannot be accepted in any circumstances.

**DSR Offices**

**PERTH OFFICE**

246 Vincent Street  
Leederville WA 6007  
PO Box 329  
Leederville WA 6903  
Tel: (08) 9492 9700  
Fax: (08) 9492 9711

**PEEL**

Suite 3  
The Endeavour Centre  
94 Mandurah Terrace  
PO Box 1445  
Mandurah WA 6210  
Tel: (08) 9550 3100  
Fax: (08) 9550 3199

**PILBARA**

2/3813 Balmoral Road  
PO Box 941  
Karratha WA 6714  
Tel: (08) 9182 2100  
Fax: (08) 9182 2199

**SOUTH WEST**

80A Blair Street  
PO Box 2662  
Bunbury WA 6230  
Tel: (08) 9792 6900  
Fax: (08) 9792 6999

**GREAT SOUTHERN**

22 Collie Street  
Albany WA 6330  
Tel: (08) 9892 0100  
Fax: (08) 9892 0199

**GASCOYNE**

4 Francis Street  
PO Box 140  
Carnarvon WA 6701  
Tel: (08) 9941 0900  
Fax: (08) 9941 0999

**GOLDFIELDS**

106 Hannan Street  
PO Box 1036  
Kalgoorlie WA 6430  
Tel: (08) 9022 5800  
Fax: (08) 9022 5899

**KIMBERLEY – Kununurra**

Government Offices  
Cnr Konkerberry Drive and  
Messmate Drive  
PO Box 1127  
Kununurra WA 6743  
Tel: (08) 9166 4900  
Fax: (08) 9166 4999

**WHEATBELT - NORTHAM**

298 Fitzgerald Street  
PO Box 55  
Northam WA 6401  
Tel: (08) 9690 2400  
Fax: (08) 9690 2499

**WHEATBELT – NARROGIN**

Government Offices  
Level 2, 11-13 Park Street  
Narrogin WA 6312  
Telephone 0429 881 369  
Facsimile (08) 9881 3363

**MID-WEST**

Mid West Sports House  
Cnr Edward & Horwood Road  
PO Box 135  
Geraldton WA 6531  
Tel: (08) 9956 2100  
Fax: (08) 9956 2199

**KIMBERLEY – Broome**

Unit 2, 23 Coghlan Street  
PO Box 1476  
Broome WA 6725  
Telephone (08) 9195 5750  
Facsimile (08) 9166 4999  
Mobile 0438 916 185

Western



Australia

### Certificate of Change of Name

Associations Incorporation Act, 1895-~~1982~~ 1969  
Section 7 (1)



**These are to Certify** that the name of JERRAMUNGUP COUNTRY CLUB

incorporated as an Association under the provisions of the Associations Incorporation Act,

1895- , on the Eighteenth day of December 19 64

has been changed to JERRAMUNGUP SPORTS CLUB (INC)

Dated this Seventeenth day of December 19 80

L.S.

22072/10/82-1M-J945

D.F. SMITH  
DEPUTY COMMISSIONER FOR CORPORATE  
AFFAIRS

PO Box 1198  
NEWCASTLE NSW 2300



Australian Taxation Office

JERRAMUNGUP SPORTS CLUB INC  
PO BOX 90  
JERRAMUNGUP WA 6337

Date of Issue  
11 April 2000

**Client Enquiries**  
Telephone: 13 24 78  
Facsimile: 1300 130 911

**Australian Business Number  
Notification of registration**

I am pleased to advise that you are now registered in the Australian Business Register and have been issued with:

Australian Business Number (ABN) : **37 765 632 689**

Your ABN registration is effective as of : **9 April 2000**

Enclosed is a list of details recorded on the Australian Business Register about your business or organisation. Please check these details. If there are any errors please telephone 13 24 78.

Information on the Australian Business Register is available to the public as well as other Government agencies and organisations.

You are required to notify the Registrar (Commissioner of Taxation), of any changes to the information on the register within 28 days of becoming aware of the change. This is required according to *A New Tax System (Australian Business Number) Act 1999*.

**Please note the following:**

Deductible gift recipient and/or income tax exempt charity

If you have indicated that you require endorsement as a deductible gift recipient and/or income tax exempt charity, an application will issue shortly.

Diesel and Alternative Fuels Grants Scheme and Diesel Fuel Rebate Scheme

If you have indicated an intention to claim under either of these schemes, you will be sent further information in the near future.

If you need any further information, please refer to the *Guide to Registering for the New Tax System*. Alternatively, you can get further information from our website at [www.taxreform.ato.gov.au](http://www.taxreform.ato.gov.au) or by phoning the Business Tax Reform Infoline on 13 24 78.

**Review rights**

The date of effect of your registration is a reviewable ABN decision under the *Administrative Appeals Tribunal Act 1975*. If you are dissatisfied with the date of effect, you may request that the Administrative Appeals Tribunal review the decision within 28 days from the date this notice was issued. Please refer to the attachment for further information.

**Taxpayers' Charter**

The *Taxpayers' Charter* outlines your rights and obligations under the law as well as the service and standards you can expect when dealing with the ATO. You can obtain a copy of the *Taxpayers' Charter* from our website at [www.ato.gov.au](http://www.ato.gov.au) or by phoning 1300 720 092.

A handwritten signature in black ink that reads 'Michael Carmody'.

Michael Carmody  
Registrar of the Australian Business Register and  
Commissioner of Taxation

PO Box 1198  
NEWCASTLE NSW 2300



Australian Taxation Office

JERRAMUNGUP SPORTS CLUB INC  
PO BOX 90  
JERRAMUNGUP WA 6337

**GST Registration Number**  
37 765 632 689

Date of Issue  
11 April 2000

**Client Enquiries**  
Telephone: 13 24 78

**Goods and services tax (GST)  
Notification of registration**

You are now registered for GST purposes. The details of your registration are as follows:

GST Registration Number*	: 37 765 632 689
Date registration takes effect	: 1 July 2000
GST tax periods	: Quarterly
GST accounting method	: Cash

\*Your GST Registration Number is the same as your Australian Business Number (ABN)

As your GST tax periods are quarterly, you must lodge a GST return with the ATO for each of the three month periods ending on 30 September, 31 December, 31 March and 30 June.

Your GST return will form part of the Business Activity Statement and will be issued towards the end of your tax period for you to complete and return to the ATO. Your completed Business Activity Statement must be lodged on or before the 21st day of the month following the end of each tax period.

**Wine equalisation tax and luxury car tax**

If you indicated on your application for registration that you may have obligations under either the wine equalisation tax or luxury car tax legislation, you will be contacted at a later date for further details.

You will soon receive a GST guide and record keeping guide which will provide you with more detailed information. Until you receive these publications, you can get further information from our website at [www.taxreform.ato.gov.au](http://www.taxreform.ato.gov.au) or by phoning the Business Tax Reform Infoline on 13 24 78.

**Review rights**

The following decisions are reviewable GST decisions under the *Taxation Administration Act 1953*:

- registering you
- deciding the date of effect of your registration
- determining that the tax periods that apply to you are each individual calendar month
- deciding the date of effect of the above determination
- refusing to permit you to account on a cash basis, and
- deciding the date of effect of your permission to account on a cash basis.

You may object against these decisions if you are dissatisfied with them. Your objection must:

- be in writing
- stating fully the grounds you are relying on, and
- be lodged with the Commissioner of Taxation within 60 days from the date of service of this notice.

Debridge Holdings Pty Ltd T/A

## CAUZAC CONSTRUCTIONS

Builders Reg No. 10498 ACN 083 188 056 ABN 20 083 188 056  
PO Box 187, Carrington WA 6987 (PH) 08 93582700 (FAX) 08 93582760 (MOB) 9419609032

Quotation Re: Jerramungup Sports Pavilion

29<sup>th</sup> January, 2014

(revised quotation)

Thank you for the opportunity to quote on the proposed works at the pavilion.

Our quotation to do the following is Sixty Seven Thousand Five hundred and six dollars plus GST  
(67506.00+GST)

Included in this quotation is the following:

1. Remove all tiling from the following rooms
  - a. Bedroom
  - b. Men's toilet
  - c. Ladies toilet
  - d. 2 x Ladies showers
  - e. 2 x Men's showers
2. Make good all surfaces
3. Waterproofing to shower areas
4. Retiling to above areas 150m<sup>2</sup> in total
5. Supply and install 2400w sliding doors and 2400w windows to dining/living
6. PC amount of 540 per m<sup>2</sup> allowed for purchase of tiles
7. Supply and lay marine type carpet to 2 x men's change rooms plus 9m<sup>2</sup> as requested
8. All allowances for insurances, travel, accommodation and meals

Not included

1. Replacing of doors
2. Painting

Yours Sincerely



R. Currie

On behalf

Cauzac Constructions

Bebidge Holdings Pty Ltd T/A

## CAUZAC CONSTRUCTIONS

Builders Reg No: 10458 ACN 083 186 088 ABN 20 083 186 088  
PO Box 197, Cannington WA, 6967 (PH) 08 93582760 (FAX) 08 93582760 (MOB) 0419809052

Shire of Jerramungup

29<sup>th</sup> January, 2014

Quotation re: Jerramungup Sports Club

Thank you for the opportunity to quote on the proposed works at the Sports club.

Our quotation to do works as per information provided is Thirty Nine Thousand Eight hundred and Sixty Dollars plus GST (\$39860.00 +GST)

Included are the following items

1. Removal of existing tiling to the female and make good
2. Make good walls and floors
3. Tiling to the floors and 1800h to the walls
4. Water proofing to appropriate shower walls
5. New vanity top to ladies toilet
6. Supply and fit 2 mirrors
7. PC of \$40 per m2 for purchase of tiles
8. All insurances, accommodation travel and meals

Not included:

1. Painting

Yours Sincerely

R. Currie

(in behalf)

Cauzac Constructions

**JERRAMUNGUP SPORTS PAVILION  
JERRAMUNGUP SPORTS CLUB**

Ref : A727

**INDICATIVE COST ESTIMATE**

19/02/2014

**PROJECT COST SUMMARY**

<b>Total Cost Cricket Pitches from Summary</b>	<b>\$ 32,000</b>
<b>Total Cost Sports Pavilion from Summary</b>	<b>\$ 43,865</b>
<b>Total Cost Sports Club from Summary</b>	<b>\$ 33,895</b>
<b>Subtotal</b>	<b>\$ 109,760</b>
<b>GST</b>	<b>\$ 10,976</b>
<b>TOTAL INDICATIVE COST ESTIMATE</b>	<b>\$ 120,736</b>

**Exclusions :**

This estimate excludes the following costs :

Professional fees  
Work in kind



## Trade Breakup

Job Name : A727 - JERRAMUNGUP  
 Client's Name: Jerramungup Sports Club Inc

**Job Description**

JERRAMUNGUP SPORTS GROUND and  
 JERRAMUNGUP SPORTS PAVILION

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 1 PRACTICE CRICKET PITCHES</b>						
1	Practice cricket pitch comprising concrete based synthetic pitch with framed link mesh enclosure	2.00	No	16,000.00		32,000.00
<b>Total :</b>						<b>32,000.00</b>
<b>Trade : 2 SPORTS PAVILION</b>						
1	Waterproof carpet - Hall	9.00	m2	60.00		540.00
2	Waterproof carpet - Home Change Room Men	33.00	m2	60.00		1,980.00
3	Waterproof carpet - Away Change Room Men	28.00	m2	60.00		1,680.00
4	Break up and remove existing floor tiles - Hall	11.00	m2	25.00		275.00
5	Ceramic floor tiles - Hall	11.00	m2	170.00		1,870.00
6	Break up and remove existing floor tiles - Mens Toilets	11.00	m2	25.00		275.00
7	Hack off and remove existing wall tiles - Mens Toilets	19.00	m2	15.00		285.00
8	Ceramic floor tiles - Mens Toilets	11.00	m2	170.00		1,870.00
9	Ceramic wall tiles - Mens Toilets	19.00	m2	150.00		2,850.00
10	Vanity basin - Mens Toilets	1.00	No	545.00		545.00
11	Tapware - Mens Toilets	1.00	No	290.00		290.00
12	Dual Flush Cisterns - Mens Toilets	2.00	No	380.00		760.00
13	Break up and remove existing floor tiles - Ladies Change 2	18.00	m2	25.00		450.00
14	Ceramic floor tiles - Ladies Change 2	18.00	m2	170.00		3,060.00
15	Ceramic skirting tiles - Ladies Change 2	18.00	m2	20.00		360.00
16	Break up and remove existing floor tiles - Ladies Showers	8.00	m2	25.00		200.00
17	Hack off and remove existing wall tiles - Ladies Showers	15.00	m2	15.00		225.00
18	Ceramic floor tiles - Ladies Showers	8.00	m2	170.00		1,360.00
19	Ceramic wall tiles - Ladies Showers	15.00	m2	150.00		2,250.00
20	Shower head & tapware - Ladies Showers	3.00	No	600.00		1,800.00
21	Shower patition - Ladies Showers	3.00	No	1,455.00		4,365.00
22	Break up and remove existing floor tiles - Ladies Toilets	7.00	m2	25.00		175.00
23	Hack off and remove existing wall tiles - Ladies Toilets	23.00	m2	15.00		345.00
24	Ceramic floor tiles - Ladies Toilets	7.00	m2	170.00		1,190.00
25	Ceramic wall tiles - Ladies Toilets	23.00	m2	150.00		3,450.00

# Trade Breakup

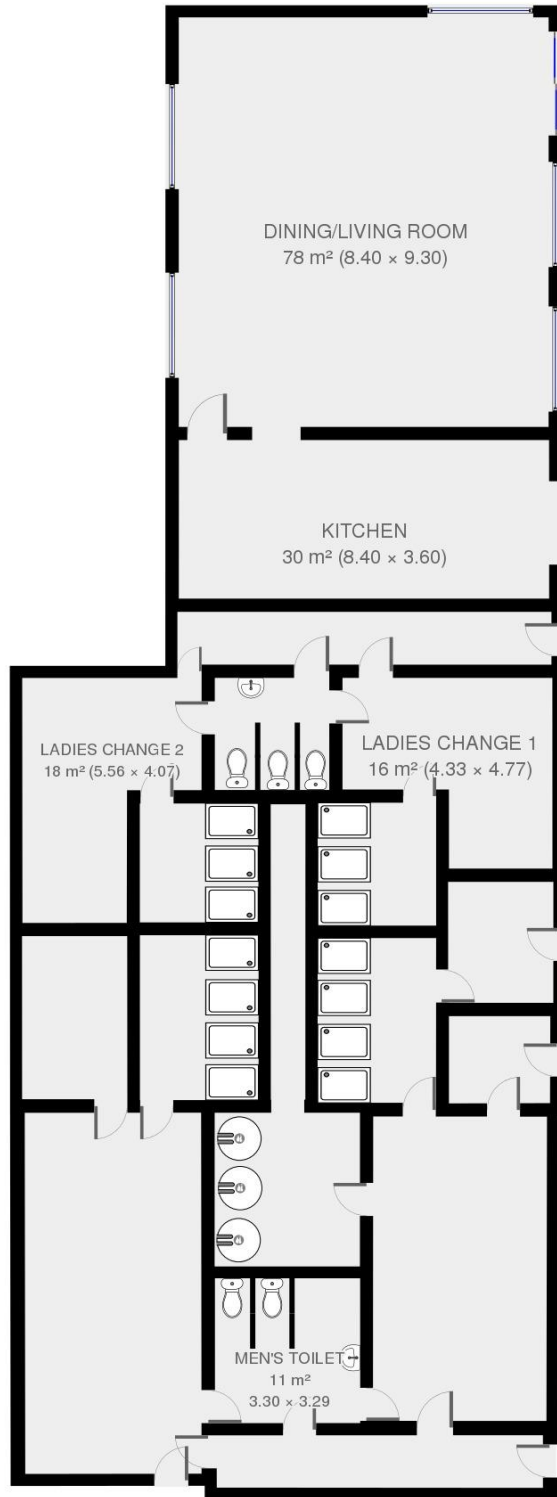
<b>Job Name :</b> <u>A727 - JERRAMUNGUP</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Jerramungup Sports Club Inc</u>	JERRAMUNGUP SPORTS GROUND and JERRAMUNGUP SPORTS PAVILION

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<i>Trade : 2 <b>SPORTS PAVILION</b></i>						<i>(Continued)</i>
26	Vanity bench - Ladies Toilets	1.00	No	750.00		750.00
27	Vanity basin - Ladies Toilets	2.00	No	545.00		1,090.00
28	Tapware - Ladies Toilets	2.00	No	530.00		1,060.00
29	WC suites - Ladies Toilets	3.00	No	1,025.00		3,075.00
30	Break up and remove existing floor tiles - Ladies Change 1	16.00	m2	25.00		400.00
31	Ceramic floor tiles - Ladies Change 2	16.00	m2	170.00		2,720.00
32	Ceramic skirting tiles - Ladies Change 2	16.00	m2	20.00		320.00
33	Cupboard doors - Kitchen	10.00	m	200.00		2,000.00
<b>SPORTS PAVILION</b>						<b>Total : 43,865.00</b>
<i>Trade : 3 <b>SPORTS CLUB</b></i>						
1	Break up and remove existing floor tiles - Mens Toilets	17.00	m2	25.00		425.00
2	Hack off and remove existing wall tiles - Mens Toilets	49.00	m2	15.00		735.00
3	Ceramic floor tiles - Mens Toilets	17.00	m2	170.00		2,890.00
4	Ceramic wall tiles - Mens Toilets	49.00	m2	150.00		7,350.00
5	Wall basin - Mens Toilets	2.00	No	650.00		1,300.00
6	Tapware - Mens Toilets	2.00	No	530.00		1,060.00
7	Wall hung urinal - Mens Toilets	2.00	No	1,950.00		3,900.00
8	Mirror - Mens Toilets	2.00	No	200.00		400.00
9	Break up and remove existing floor tiles - Ladies Toilets	15.00	m2	25.00		375.00
10	Hack off and remove existing wall tiles - Ladies Toilets	54.00	m2	15.00		810.00
11	Ceramic floor tiles - Ladies Toilets	15.00	m2	170.00		2,550.00
12	Ceramic wall tiles - Ladies Toilets	54.00	m2	150.00		8,100.00
13	Vanity bench - Ladies Toilets	1.00	No	1,500.00		1,500.00
14	Vanity basin - Ladies Toilets	2.00	No	545.00		1,090.00
15	Tapware - Ladies Toilets	2.00	No	530.00		1,060.00
16	Mirror - Ladies Toilets	1.00	No	350.00		350.00
<b>SPORTS CLUB</b>						<b>Total : 33,895.00</b>



**FOOTBALL PAVILION LAYOUT**

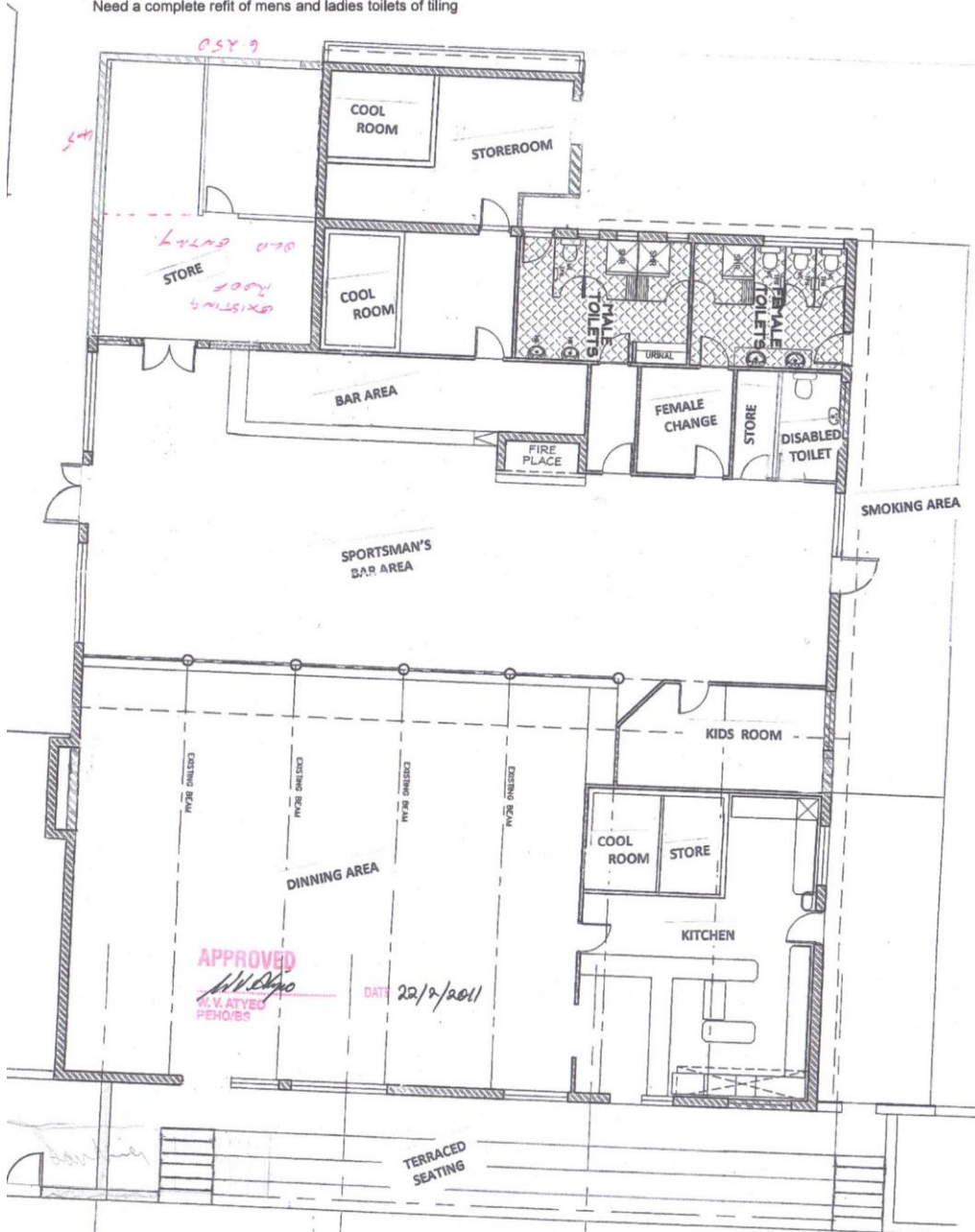
Ground Floor



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# JERRAMUNGUP SPORTS CLUB LAYOUT

Men's Toilets Floor 4.8 X 3.4m Walls 27 X 1.8 high  
 Single Wash Basin  
 Wall mirror 1 X 1m  
 Women's Toilets Floor 4.3 x 3.4m Walls 30 X 1.8 m high  
 2 basin vanity approx. 2 m long  
 Wall mirror 2m wide X 1 m high  
 Need a complete refit of mens and ladies toilets of tiling



**PAVILION CONDITION**



Missing tile in Men's Showers



Cracked tile in Men's Shower



Missing tiles in Men's Showers



Cracked tiles in Men's Showers



Washingmachine tap in Men's showers



Leaking urinal in Men's toilets



Broken internal doors





Broken/Missing tiles in Ladies' home showers



Broken laminex on ladies' toilet vanity



Concrete hallway floor



Concrete hallway floor covered in unstuck laminate



Damaged internal doors – missing handles and hole

Sports Club Ablutions



Laminate old and broken



Holes in wall



No Tiles



Broken tiles



No Tiles



JERRAMUNGUP SPORTS CLUB INC.

PROJECTED BUDGET

	2013/2014	2014/2015	5 year ave \$
<b>Bar Income</b>			
Bar Sales	207,973.56	226,880.24	189,066.87
<b>Total Bar Income</b>	207,973.56	226,880.24	189,066.87
<b>Cost of Sales</b>			
Bar Stock	99,061.40	108,066.98	90,055.82
Bar Wages Casual	23,026.73	25,120.07	20,933.39
Bar Wages Introductory	754.44	823.02	685.85
Bar Manager Wages	27,437.16	29,931.44	24,942.87
Repairs & Maintenance	885.26	965.74	804.78
Gas	418.63	456.68	380.57
Annual Liquor Fee	671.88	732.96	610.80
Freight	919.20	1,002.77	835.64
Other Expenses	237.12	258.67	215.56
<b>Total Cost of Sales</b>	153,411.81	167,358.34	139,465.28
<b>Gross Profit</b>	54,561.75	59,521.91	49,601.59
<b>Expenses</b>			
Secretary Wages	4,000.00	4,000.00	2,530.31
Treasurer Wages	7,000.00	7,000.00	5,151.93
Cleaning Wages	8,853.65	9,658.52	8,048.77
Superannuation	5,116.52	5,581.66	4,651.38
Other Employee Expenses	266.98	291.25	242.71
Entertainment & Bands	1,192.00	1,300.37	1,083.64
Donations & Prizes	1,347.73	1,470.25	1,225.21
Gas/Water/Electricity	11,608.55	12,663.88	10,553.23
Gas BBQ	136.00	148.37	123.64
Cleaning Goods	1,948.36	2,125.49	1,771.24
Hire Carpet Cleaner	28.42	31.01	25.84
Phone	1,467.08	1,600.45	1,333.71
Internet	185.74	202.62	168.85
Postage/Copying/Stationery	1,041.17	1,135.82	946.52
Telecentre Charges	20.98	22.88	19.07
Computer Expenses	75.46	82.32	68.60
Insurance	5,305.20	5,787.49	4,822.91
Workers' Compensation	1,041.21	1,135.86	946.55
Functions	2,975.94	3,246.48	2,705.40
Hospitality Kitchen	978.19	1,067.11	889.26
Hospitality Bar	899.46	981.23	817.69
Bar Catering	22.10	24.11	20.09
Coffee Machine Product	667.46	728.14	606.78
Break open bingo tickets	387.34	422.56	352.13
Kitchen equipment	144.60	157.74	131.45
Bank Fees	223.69	244.02	203.35

JERRAMUNGUP SPORTS CLUB INC. PROJECTED BUDGET

	2013/2014	2013/2014	5 year ave \$
EFTPOS Charges	1,827.03	1,993.13	1,660.94
Landscaping/Garden	2,585.24	2,820.26	2,350.22
Repairs & Maintenance	7,945.03	8,667.30	7,222.75
Security System	41.92	45.73	38.11
Audit Fees	1,030.70	1,124.40	937.00
Licences, Fees, Memberships	1,445.39	1,576.79	1,313.99
Rubbish Removal	773.04	843.31	702.76
Freight	113.95	124.31	103.59
Other Expenses	1,731.00	1,731.00	7,731.53
Coffee Machine Winter Sp Loan	660.00	720.00	600.00
Extra Float Bar	1,100.00	1,200.00	1,000.00
Capital Works		150,000.00	
<b>Total Expenses</b>	<b>76,187.12</b>	<b>231,955.86</b>	<b>73,101.15</b>
<b>Operating Profit</b>	<b>-21,625.37</b>	<b>-172,433.95</b>	<b>-23,499.56</b>
<b>Other Income</b>			
Members Subscriptions	9,500.00	9,500.00	9,472.14
Annual Kitchen Replacement Fee	1,400.99	1,528.36	1,273.63
Functions	3,197.36	3,488.03	2,906.69
Bar Catering	20.00	21.82	18.18
Club Hire	294.20	320.94	267.45
Kitchen hire	647.28	706.13	588.44
Water Reimbursement	408.78	445.94	371.62
Rubbish Removal Reimbursement	451.03	492.04	410.03
Power Reimbursement	1,431.34	1,561.46	1,301.22
Gas Reimbursement	275.33	300.36	250.30
Insurance Reimbursement	1,388.08	1,514.27	1,261.89
Keeping Fee Rebates	120.03	130.94	109.12
EFTPOS Income	2,389.11	2,606.30	2,171.92
Raffles	93.60	102.11	85.09
Coffee Machine	810.45	884.12	736.77
Bingo Tickets (Coffee Machine)	1,074.48	1,172.16	976.80
Interest	630.47	636.65	618.11
Donations	5,788.46	6,314.69	5,262.24
Advertising Sponsorship Signs	345.99	377.45	314.54
Other Income	1,548.00	1,548.00	7,458.30
Reimburse Club	41.18	44.93	37.44
Grant		100,000.00	
(Clubs Contributions cash & in kind)			
Sports Club		20,000.00	
Footy Club		20,000.00	
Winter Sports		8,000.00	
Cricket Club		2,000.00	
<b>Total Other Income</b>	<b>31,856.18</b>	<b>183,696.70</b>	<b>35,891.92</b>
<b>Net Profit / (Loss)</b>	<b>10,230.81</b>	<b>11,262.75</b>	<b>12,392.36</b>

Tuesday, 3 December 2013

Department of Sport and Recreation  
246 Vincent Street  
LEEDERVILLE WA 6007

**RE: JERRAMUNGUP SPORTS CLUB APPLICATION FOR A GRANT**

Dear Sir/Madam,

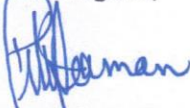
This letter is in support of a grant application being submitted by Jerramungup Sports Club to upgrade their toilet facilities.

Jerramungup Sports Club provides a club house and sporting facilities to its cricket and football teams as well as the winter sports team. The club is a longstanding part of their local community and we believe an upgrade to their facilities will cater the members, their guests and their families with a safe environment that meets their needs to participate in social and competitive sport. Furthermore, a club house with easy and equitable access to sport and recreation services will encourage increased membership from surrounding neighbourhood which will result in sustainability for the club to operate as a business.

To conclude, the approval of Department of Sport and Recreation (DSR) Small Grant Program for Jerramungup Sports Club will add to the club's financial vitality and offer greater footing for success to function as a community focused, operated and owned organisation.

We thank you for your assistance you have provided to our valued member club.

Kind Regards,



Peter Seaman  
Executive Director

16 December 2013



Mr Mark Lester  
President  
Jerramungup Football Club  
C/- Post Office  
JERRAMUNGUP WA 6337

Dear Mark

Thank you for all the information forwarded regarding the redevelopment of your communities sporting facilities.

These facilities are frequently used throughout the year by the Football Club and other sport and recreational pursuits so we think money spent on improvements will add to the aesthetics, functionality and safety of this important community's facility.

As such the West Australian Country Football League is fully supportive of the Jerramungup Football Club and the local community's application for funding towards a facilities upgrade of their sporting complex.

Yours sincerely

**JOE GEORGIADES**  
General Manager