BUSSELTON WATER
COMMUNITY PARTNERSHIP PROGRAM
GUIDELINES

These guidelines have been designed to assist in the preparation of applications for the Busselton Water Community Partnership Program.

Eligibility and key criteria
When evaluating an application, the following issues and criteria will be considered:

Mandatory criteria (these criteria must be fulfilled):

- ✓ Has the application form been filled in completely with the detail required?
- ✓ Is the amount requested available?
- ✓ Is it clear how the funds will be spent?
- ✓ What is the value to Busselton Water of the benefits proposed by the organisation requesting sponsorship?

Busselton Water will view favourably those organisations and projects that focus on:

- water use efficiency and quality;
- environmental sustainability;
- community-based activities in the Busselton area;
- educational opportunities;
- innovation; and
- leadership.

Sponsorship funding will generally not be made available for:

- organisations located outside of Busselton Water's operating area;
- organisations which do not align with Busselton Water's values;
- political campaigns or lobbying groups;
- individuals pursuing personal activities;
- businesses or individuals seeking sponsorship for commercial related matters; and
- organisations seeking sponsorship for religious purposes.

The application of the guidelines will be relative to the amount sought – a request for less than $500 will be assessed less rigorously in terms of benefits than a request for $5,000. However, even beneficiaries receiving small amounts require an assessment to be completed and must score favourably in terms of the criteria.

Applying for sponsorship support
All applicants are required to complete this form and are welcome to include any further information to support their application.

Payment
Payment to successful applicants will only be made on receipt of a tax invoice and after a sponsorship letter of agreement has been signed by Busselton Water and the sponsored organisation.

Submitting your application

Applications close on 16 April 2021.

Please submit your completed application by email to admin@busseltonwater.wa.gov.au or post to:

Busselton Water Community Partnership Program
PO Box 57
BUSSELTON WA 6280

You will receive acknowledgment of your application when it is received.

Decision
All applicants, whether they be successful or unsuccessful, will be advised in writing as soon as the assessment process is complete. Unsuccessful applicants are welcome to re-apply in the future. In collaboration with the successful organisations, Busselton Water will prepare any appropriate media announcements marking the commencement of the partnership.

Further information
For further information regarding the Busselton Water Community Partnership Program please phone 08 9781 0500 or email admin@busseltonwater.wa.gov.au