

ATTACHMENT A: Request for contribution to community facility upgrade form

Club / community group information		Office use only - compliant (Y/N)
Requesting club / community group name(s):		
Facility proposed for upgrade:		
Contact person name:		
Contact person email:		
Contact person phone number:		
Club / community group total membership (#):		
% members who are ratepayers within City of Burnside:		
% male / female members:		
Please attach information on the financial position of the club / community group(s), including financial statements for the previous 2 years.		
Please attach information on the proposed upgrade or build ("proposed works"), including drawings / plans		
Please attach a cost estimate or quote for the proposed works from a qualified cost estimator or builder		
Please attach strategy for increasing participation as a result of the proposed works, which includes clear goals, actions and KPIs		
Evaluation considerations - please provide details about how the proposed works address the below criteria:		
Please outline how the proposed works will improve functionality or service provision for the club / community group(s):		
Do the proposed works align with, or contribute to, delivery of City of Burnside or State Government strategies or objectives? If so, please provide details.		
Will the proposed works improve accessibility and inclusion? If so, please provide details.		
Please provide details of any credible publications that highlight increased demand for your sport / community service(s).		
Please provide details about how the proposed works have considered or will improve environmental outcomes:		
Are the proposed works intended to help target higher levels of participation in any under-represented groups? (i.e. women, indigenous, disability etc)		

If so, please provide details.		
Please list the club(s) / community group(s) the new/upgraded facility will cater to, and hours / week each will use the facility.		
Will the new/upgraded facility be available for community use? If so, please provide details on which areas, how many hours per week (including times/days) it will be available for community use.		
Is the club / community group intending to manage the proposed works, or, is the request for Council to manage the proposed works?		
Please confirm the club / community group(s) will contribute any remaining amount for the works, (which may include through state or federal government grant funding)		
City of Burnside – office use only		
Number of years the club or group has leased this facility from Council:		
Current building condition (1-10):		
Is the building due for replacement within next 10 years?	Yes / No	
If yes, what is the current replacement cost of the building, current written down value, and difference between these?		
Are the proposed works: New build; Partial reuse/adaption; or Full reuse/adaption?		
Has Council funded a significant upgrade to this facility in the past 10 years?		
Economic development (Remplan) information:		
Any other notes / comments:		

I, (name:) _____, a duly appointed delegate of (club/community group name:) _____, certify that the information provided in the attached form is true and correct to the best of my knowledge. I have read and understood the 'Council Contributions to Community Facilities Policy' under which this request is made.

Signed: _____

Date: _____