

# Non-Financial Assistance Application Form

## Need help?

If you're unsure about anything or need assistance with your application, please contact your Local Development Officer: [ldo@maranoa.qld.gov.au](mailto:ldo@maranoa.qld.gov.au) | 1300 007 662

## Before You Begin

Eligible not-for-profit organisations can apply for non-financial assistance throughout the year. This may include:

- Use of Council equipment or facilities (excluding bond payments)
- Waivers of development application fees or food business licence fees
- Mowing or slashing of event sites or venues.

Assessment timelines and approval processes will vary depending on the size and type of request. For full details, please refer to Council's Community Grants and Events Assistance Policy.

Request Type	Funding Amount	Submission Timeline	Assessment
In-Kind Minor	Up to \$5,000	At least 8 weeks before event	Director Approval
In-Kind Major	Over \$5,001	At least 12 weeks before event	Council Approval

## Part 1: Organisation Details

Applicant name	
Organisation	
Email address	
Phone number	
Postal Address	
Is your Organisation not-for-profit	<input type="checkbox"/> Yes <input type="checkbox"/> No
Organisation status	<input type="checkbox"/> Incorporated Legal Entity (Incorporated Association) <input type="checkbox"/> Charitable institution <input type="checkbox"/> Community organisation with a minimum of 5 years operation <input type="checkbox"/> Auspiced by an eligible organisation (Complete Part 2)
Does your organisation have an ABN?	<input type="checkbox"/> Yes - ABN Number: <input type="checkbox"/> NO – Please complete a Supplier Statement Form.

## Part 2: Auspicing Organisation's Details

*If you are not being auspiced by another organisation, go to Part 3.*

Organisation's Name	
Is the organisation registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> ABN:
Contact Person	
Contact number	
Email Address	

## Part 3: Event / Project Details

Event name	
Location	
Date/s	
Estimated Attendance	
Description of event / project	
What benefits will this event or project bring to the Maranoa community?	

# Non-Financial Assistance Application Form

## Part 4: Type of Request

Please tick all that apply:

- ☐ Use of Council equipment (tables, chairs, bins)
- ☐ Use of Council Facility or venue
- ☐ Fee waiver (E.g. development application, food licence)
- ☐ Ongoing or repeated use of Council resources
- ☐ Other:

## List each item you are requesting:

Item / Service	Quantity / Details	Date/s required
<i>E.g. Tables and chairs</i>	<i>10 tables, 60 chairs</i>	<i>30 July 2025</i>

## Part 5: Acknowledgement of Council Support for Events/Projects

*How will you acknowledge Council's assistance?*

- ☐ Logo on promotional material
- ☐ Verbal acknowledgement at event
- ☐ Invitation to Mayor and Councillors to attend or speak
- ☐ Social media or newspaper mention
- ☐ Council signage or banners displayed
- ☐ Other:

## Privacy Statement

Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the Local Government Act 2009 and other Local Government Regulations/Acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with Council's information privacy policy and the Information Privacy Act 2009.

## Part 6: Signature required

*This section must be completed by an authorised representative of the organisation (e.g. President, Treasurer, Secretary, or Committee Member).*

<b>Name:</b>	<b>Position:</b>
<b>Signature:</b>	<b>Date:</b>

## OFFICE USE ONLY

Recommendation: APPROVE / REFUSE	Recommendation: APPROVE / REFUSE
Assessing Officer:	Approval Officer:
Signature:	Signature:
Date:	Date: