



Community Support Program

Frequently asked questions (FAQ's)

What is the Community Support Program?

Westernport Water's Community Support Program offers sponsorship for local community groups, projects and events within our service area.

We are committed to sponsorship around the following three key themes:

 **Healthy people**

 **Healthy communities**

 **Healthy planet**

Program purpose

We believe it is important that the initiatives and projects we support make a sustainable impact to our region and customers, building positive change in our local communities by providing funding or support focused around the above three key themes.

Who can apply?

Sponsorship will **ONLY** be provided to [registered not-for-profit organisations](#) (incorporated community groups, management committees, volunteer groups, sporting clubs or schools) within Westernport Water's service area who have an Australian Business Number (ABN) or are an incorporated body.

Your project or activity **MUST** be located or held within our service area. View our [service area map on our website](#).

Check if your group is eligible by downloading the Community Support Program Fact Sheet and Terms and Conditions (T&C's) from our [website](#).

What are the objectives of the program?

Westernport Water provides sponsorship to support local events, initiatives and small projects that align with the Corporation's strategic objectives and demonstrate relevance to our products and services (water and wastewater).

We recognise the significance of our social responsibility – as an essential service provider, as a large local employer and as a natural resource manager. We are committed to partnering with members of the community to identify their needs and continue to meet expectation in the short and long term.

Why are you spending money on this?

This program provides a structured and creative way to assist our local community in the areas that they value most.

We are committed to:

- provide \$50,000 per annum in real terms in sponsorship for community-based causes. We have committed to distribute \$35,000 via our Community Support Program
- undertake community engagement and education initiatives.

Westernport Water also has a regulatory obligation to contribute to Water for Victoria actions to:

- support thriving, resilient and liveable cities and towns for our health and wellbeing
- recognise and manage for Aboriginal values, support Aboriginal participation in water management and improve outcomes for Aboriginal Victorians
- maximise the value of agricultural production
- provide water for liveability and recreation and maximise recreational benefits for the community from our land and assets.

What type of sponsorship can we apply for?

We have five sponsorship packages to choose from.

Each package aims to promote drinking tap water; water conservation; sustainable environmental outcomes; or will build important community partnerships.

Choose which package suits your needs:

1. Schools

Aim: to financially support local schools or kindergartens with a project or educational program.

Amount: up to \$3,000

Project or education program examples include:

- water and wastewater literacy and education
- water conservation
- physical or mental wellbeing
- environmental wellbeing/sustainability
- cultural heritage/Aboriginal water values.

2. Sports hydration

Aim: to financially support local sports clubs to purchase one of the following Choose Tap branded hydration items:

Option 1:

Game hydration kits

Each kit contains two bottle carriers with 20 reusable 'squirt' water bottles. Clubs can apply for a maximum of four carriers (40 bottles).

Amount: up to \$500

Option 2:

Water cooler dispenser(s)

A large 55L water cooler dispenser for easy refills at your next game.

Amount: up to \$500

3. Event package

Aim: to financially support the running of local sustainable events, by reducing single use plastic and supporting a healthy community and lifestyle.

The event package includes:

- \$500 cash sponsorship
- hire of our Hydration Station trailer or portable fountains
- 50 x reusable water bottles
- A sign printed and displayed on our roadside Billboard (1-2 weeks)

The event **must** include tap water promotion, and must **not** have single use plastic water bottles available for sale or as giveaways.

4. Water refill stations (fountains)

Aim: to financially support the purchase of permanent water refill stations (fountains) at local sports clubs, schools or non-profit club facilities.

Option 1:

In-ground drinking fountain with bottle refill

Amount: up to \$7,000*

Option 2:

Wall-mounted fountain with bottle refill

Amount: up to \$5,000*

* If the purchase price of the fountain costs more, balance is payable by organisation.

*Installation and ongoing costs must be covered by the organisation which manages the location. (This is usually negotiated with the relevant local council or a committee of management.)

5. Small projects

Aim: to financially support local sustainability projects, preferably involving water efficiency, water for cultural values or water for recreation.

Amount: up to \$5,000

Project examples include:

- weed control around waterways or sensitive environments
- re-vegetation with indigenous plants
- improving the health of local waterways
- building a school vegetable garden or sustainable indigenous garden bed for teaching purposes
- purchase or installation of water saving products including:
 - > water tanks
 - > water pumps
 - > water saving toilets
 - > irrigation system.

How can I apply?

Please complete the [application form online](#).

If you are unable to access the form online, you can contact us on 1300 720 711 for assistance.

When do applications open and close?

18 May 2024	Applications open (both streams)
16 June 2024	Regular applications close
2-3 weeks	Quick response notifications
31 July 2024	Outcomes advised to applicants
15 August 2024	Cheque presentation event

How is funding provided?

There are two types of funding streams:

1. Quick Response applications:

Quick Response applications are available for events and projects that require a quick response (usually 2-3 weeks from receipt of application).

Let us know in your application if you require a quick response.

2. Regular applications

We will have one round of offers for **regular** applications for projects or events occurring in the 2024-25 financial year.

What information will I need to provide in my application?

1. Contact details for the organisation, the person preparing the application, and the head of the organisation:

- Organisation name
- Organisation ABN
- Contact name
- Addresses
- Contact phone numbers
- Email addresses.

2. Information about the project:

- Why does it need to be done?
- What do you hope to achieve?
- Who will benefit?
- How will you know if the project has been successful?

3. How does your project align with our key themes:

- Healthy people
- Healthy communities
- Healthy planet.

4. How does your application associate with at least one of these categories:

- water and wastewater literacy and education
- water conservation
- environmental wellbeing/sustainability
- health and liveability of our community
- social wellbeing of our community
- cultural heritage/Aboriginal water values.

5. Budget:

- a list of all funding sources; confirmed, your own contribution, unconfirmed funding and in-kind contributions
- a list of all proposed expenditure; how will the funds be spent for the project.

What will not be supported?

Westernport Water will **NOT** support applications that:

- are for projects/initiatives outside our service region
- could attract adverse community criticism
- could attract high level COVID related risk/s
- request open-ended sponsorship
- have outstanding evaluation or acquittal reports from previous applications
- aim to deliver or replace core government services
- seek donations for fundraising teams or individuals for charity
- seek retrospective funding or budget deficits
- fund political campaigns or groups seeking support for personal interests fund events that discriminate adversely against any persons, organisations or group
- have a co-sponsor supplying bottled water to the project/event
- have a co-sponsor whose values don't align with our values
- fund projects which conflict with Government Policy or objectives
- fund organisations supportive of or with visible links to tobacco, gaming, alcohol or drug-related issues
- fund proposals that do not align with the overall intent of the sponsorship objectives in our Donations and Sponsorship Policy
- do not comply with the Information *Privacy Act 2000*.

How will applications be assessed?

After applications close, we will review all applications and make a preliminary assessment against the following:

- does it align with our commitment to support a more sustainable community?
- does it associate with the three key themes:
 - > **healthy people**
 - > **healthy communities**
 - > **healthy planet?**
- does is associate with at least one of these **categories**:
 - > **water and wastewater literacy and education**
 - > **water conservation**
 - > **environmental wellbeing/sustainability**
 - > **health and liveability of our community**
 - > **social wellbeing of our community**
 - > **cultural heritage/Aboriginal water values**
- does it meet the **eligibility criteria and conditions** in our T&C's on our [website](#)?

All eligible applications will progress to the evaluation stage for consideration, and a recommendation will be made for approval by our Executive Team.

How will I be notified whether my application has been successful?

Successful applicants will be announced in local newspapers (PISRA & SGST), on our website and contacted directly by email or phone.

We expect that all successful applicants will be notified by **31 July 2024** (or earlier if possible).

When will successful applicants receive funding?

A **Funding Agreement Form MUST** be completed and returned prior to funding being released. Applicants will receive a link to this form in the successful notification letter. This agreement outlines the T&C's for a successful applicant to receive their payment.

All recipients **MUST** also provide a **tax invoice** to obtain sponsorship funds.

When does funding need to be spent?

Funding **MUST** be spent in the 2024-25 financial year before 2 May 2025.

(see *Terms and Conditions (T&C's) for funding conditions*).

Do we need to report back on our project?

Yes. Successful applicants must complete an **Acquittal Form** within three months of the project or activity's completion, or by 2 June 2025.

Applicants will receive a link to this form in the successful notification letter.

Do we have to acknowledge Westernport Water sponsorship?

Sponsorship recipients will be required to publicly acknowledge Westernport Water's sponsorship/support.

The acknowledgement **MUST** comply with Westernport Water's Brand and Style Guide (using the correct logo etc) and clearly indicate the support for the sponsored activity.

(see *Terms and Conditions (T&C's) for a full list of requirements*)

Can successful applicants from previous years apply again in 2024-25?

Yes, eligible groups may apply yearly. Each application will be assessed separately each year. Success one year does not guarantee success another year, nor does it count your application out.

Can one group or organisation submit more than one application each year?

Yes, a group/organisation can submit more than one application each year, however, only one application will be approved.

Each application will be assessed separately and if more than one is deemed eligible, we will select the project or event which we decide is best for that year.

Submitting more than one application will allow us to find the best combination of local projects and events we wish to support.

FURTHER INFORMATION



For further information about the **Community Support Program** including T&C's, FAQ's and to apply visit our [website](#).

If you would like to speak with someone about your application, please contact the Communications and Engagement Team:

☎ 1300 720 711

@ communications@westernportwater.com.au

www.westernportwater.com.au