



Community Support Program Terms & Conditions

These Terms and Conditions (T&C's) will help applicants prepare their submission for the 2025-26 Community Support Program. They include eligibility conditions, assessment criteria and information on how to apply.

Eligibility

To be eligible to receive sponsorship from Westernport Water, your event, initiative or campaign must meet set criteria.

Your application will be viewed favourably if it:

- positively promotes Westernport Water's products or services (water and wastewater)
- involves water efficiency
- helps build strong community relationships
- provides shared community benefit through partnerships.

To be eligible the applicant **MUST** meet the following criteria:

- be located or held within Westernport Water's service area. View our [service area map](#) on our website
- provide evidence of [not-for-profit registration or registered charity](#) (e.g. incorporated community group, management committee, sporting club, volunteer group or school. For-profit businesses cannot receive sponsorship funding)
- **MUST** be single use plastic water bottle free (If you are requesting event support)
- publicly recognise Westernport Water as a Sponsor and/or Event Partner
- positively promote Westernport Water by aligning with the key themes (healthy people, healthy communities and healthy planet).

Westernport Water will NOT support applications that:

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



Sponsorship acknowledgement

Recipients will be required to publicly acknowledge Westernport Water's sponsorship. The acknowledgement **MUST** comply with Westernport Water's Brand and Style Guide and clearly indicate the support for the sponsored activity.

This includes:

- media acknowledgment in local newspapers, television or radio exposure
- recognising Westernport Water as an Event Partner on the event's website at least two weeks prior to the event/program
- acknowledge Westernport Water as an Event Partner on the events social media channel at least one week prior to the event/program, and again on the day of the event (minimum)
- inclusion of the Westernport Water logo on posters and any printed marketing materials
- signage reflecting Westernport Water's support as an Event Partner (pull-up banners and flags can be borrowed for event duration)
- acknowledgment on day of event by MC (if applicable)
- post event acknowledgment of sponsorship in local newspapers, and social media
- invitation for a Westernport Water representatives to attend the event or oversee project, and take photos for promotional use (if applicable)
- sharing at least three high resolution images from your event or of your project
- Westernport Water **MUST** sight and approve all marketing material where the corporate identity will appear.

Conditions

- applications **MUST** be submitted online using the [Community Support Program Application Form](#)
- applications for 2025-26 Community Support Program > open **Wed 7 May 2025**
> close **Wed 11 June 2025**
- Westernport Water reserves the right to decline proposals that do and don't meet the criteria, and to terminate agreements if they fail to meet the agreed commitments.
- successful applicants will receive a letter inviting them to enter into a sponsorship agreement by completing a **Funding Agreement Form**, which **MUST** be completed before funding is released
- funding **MUST** be spent in the 2025-26 financial year before **1 May 2026**.
- all recipients **MUST** provide a tax invoice to obtain sponsorship funds
- successful applicants **MUST** complete an **Acquittal Form** within three months of the project being completed, and received no later than **4 May 2026**.

Failure to comply with T&C's

Westernport Water reserves the right to terminate the Sponsorship Agreement or seek repayment of any funding if:

- the recipient fails to meet the obligations outlined in the T&C's
- it believes that the applicant has spent funding on items not associated with its original application and allocated purpose or has otherwise misappropriated the funds
- the applicant has not completed the Acquittal Form. Failure to return an Acquittal Form will result in applicants being ineligible for sponsorship in subsequent years until a completed Acquittal Form is provided
- funds are not expended by **1 May 2026**, unless prior arrangements have been made.

Inability to meet the T&C's of the Sponsorship Agreement will render applicants ineligible for sponsorship in the future.

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



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