



GRANTS AND SPONSORSHIP FUNDING DISBURSEMENT FORM

In most instances, only incorporated bodies or legal entities with Deductible Gift Recipient (DGR) status can apply for grants and sponsorships. If a Community Playgroup does not have DGR status, it can request that a funding application be made through Playgroup NSW (PGNSW) using its company details and DGR status.

It is a requirement that all grant funding be released directly to PGNSW, who will then disburse the funding to the relevant community playgroup less the 10% administration management fee that PGNSW retains. The community playgroup is required to complete this form listing the nominated bank for release of funds. (Please note, Playgroup NSW will not release funds to any person's individual bank account. The bank account must be in the playgroup name and have 2-3 signatories listed who hold current membership with Playgroup NSW and who are current attendees of the playgroup).

PLAYGROUP INFORMATION

GROUP NAME:	
GRANT APPLICANT:	
APPLICANT CONTACT DETAILS: PHONE / EMAIL:	

SUCCESSFUL GRANT DETAILS

FUNDER NAME:	
GRANT TITLE:	
WEBLINK:	
AMOUNT:	

BANK ACCOUNT DETAILS

ACCOUNT NAME:	
FINANCIAL INSTITUTION:	
ACCOUNT BSB:	
ACCOUNT NUMBER:	

There is 2+ signatories listed on the playgroup bank account? Y N

Do all signatories hold current memberships with Playgroup NSW? Y N

Are all members current attendees of the playgroup? Y N



ACKNOWLEDGEMENT

1. I agree that I am a representative of (playgroup name)..... and have authority to agree to these terms
2. I agree that I have read and understand the terms and conditions of the grant
3. I agree that I will ensure grant funds are only spent in accordance with the terms and conditions of the grant and the purpose as to which is was approved
4. I agree that grant funds will be spent within the time permitted by the grant and complete the grant acquittal by its required date
5. I agree to keep records of any spending, including tax invoices and receipts as proof of expenditure and submit upon request to Playgroup NSW and the funder as required
6. I agree to return all unexpended funds to PGNSW nominated bank account to be remitted to the funding body (if required as part of the grant terms and conditions.
7. I agree that PGNSW will retain any unexpended funds, and treat these as a donation, if the funding body does not require them to be remitted.
8. I confirm that all the information in this document are true, complete and accurate

Signed for and on behalf of:

Playgroup Name: _____

Applicants Full Name: _____

Committee Role: _____

Signature: _____

Date: _____

Witnessed by:

Playgroup Name: _____

Applicants Full Name: _____

Committee Role: _____

Signature: _____

Date: _____