# **Terms and Conditions for Applicants**

The following general terms and conditions apply to the Broadstead Community Grants Program:

**Broadstead Kilmore** means JD Kilmore Pty Ltd ACN: 650 967 025, JD Kilmore Q Pty Ltd ACN: 651 567 047 and its associated entities.

### General

- 1. All grant applications must be approved by the Grants Team at Broadstead Kilmore.
- Successful applicants must use the Community Grant Program funding for the stated purpose
  for which the funding was awarded unless further written permission has been obtained from
  Broadstead Kilmore before the activity has commenced.
- Successful applicants must comply with all relevant laws that apply to pertaining to the funded activity.
- 4. Broadstead Kilmore's Community Grant Program is a competitive funding scheme and the funding allocation is awarded on the merit of the application in Broadstead Kilmore's absolute unfettered discretion.
- 5. Applicants must demonstrate satisfactory performance and adherence to all grant conditions (e.g. permit requirements etc.).
- 6. The total funding available for Broadstead Kilmore's Community Grant Program is subject to variation and Broadstead Kilmore's budget process.
- 7. Broadstead Kilmore reserves the right to request further information in considering applications. If deemed necessary, applicants may be required to discuss or clarify their application with Broadstead Kilmore employees and/or provide further written information within a specified timeframe.

## **Funding Allocation**

Upon receipt of funding, funded recipients must deposit that sum in a bank account in the name of the organisation or individual nominated in the Application Form. Broadstead Kilmore disclaims all liability and responsibility for any direct or indirect loss to the recipient after the release of funding.

## Marketing Requirements

Funded recipients may be required to acknowledge receipt of financial assistance from Broadstead Kilmore in any promotion, publication or advertising of the activities. This includes the use of Broadstead Kilmore's logo and giving Broadstead Kilmore employees the opportunity to attend relevant promotional events. Any publicity material regarding an activity should be submitted to Broadstead Kilmore's Grants Team for approval prior to printing.

#### **Activity Completion Report**

Broadstead Kilmore reserves the right to conduct financial and performance audits for funding it has provided. Consequently, funded recipients are required to maintain full records of receipts of activity expenditure and performance outputs/outcomes for the relevant period. These records are to be made available to Broadstead Kilmore and its employees upon request.