



**Expressions of Interest:  
RockFest 2012  
Charity Recipients**



Thank you for your interest in becoming a RockFest 2012 charity-funding recipient. The following information will provide you with some important details relating to the application and selection process.

RockFest began in 2005 and has, over the past years, attracted in excess of 10 000 people and gone from strength to strength. Featuring a nationally-known headline act, RockFest 2012 will once again celebrate youth, in a drug and alcohol free environment, as part of National Youth Week 2012.

The primary focus of Rockfest 2012 funding is to benefit a local youth-focused charitable organisation, from the revenue generated via donations from the community.

Rockhampton Venues and Events will review all funding applications. All applications must meet the selection criteria to be considered. The council will choose one (1) charity to receive funds generated by Rockfest 2012.

The application form outlines the criteria for charity selection including the mandate of your organisation, the overall number of your staff and volunteers, and the proposal for the allocation of the Rockfest donation.

All applications for Rockfest 2012 funding must be submitted, in their entirety, no later than 2:00pm on Friday the 2<sup>nd</sup> March 2012 to;

**Jan Wallace  
Events Coordinator  
Rockhampton Venues and Events  
Pilbeam Theatre  
2 Cambridge Street  
Rockhampton QLD 4700**

**OR MAILED TO  
Jan Wallace  
Events Coordinator  
Rockhampton Venues and Events  
PO Box 1860  
Rockhampton QLD 4700**

Late applications will not be accepted. Please note that applications are screened and incomplete submissions will not be considered.

Thank you for your interest in Rockfest.

## **Section A – Eligibility Requirements**

- The application deadline is Friday 2 March 2012. Completed application forms must reach the Rockhampton Venues and Events office prior to 2:00pm on this day.
- Only those applications for which all requested information has been provided will be eligible for consideration.
- Only registered, incorporated, not-for-profit organisations are eligible.
- Organisations must be based in the Rockhampton Regional Council area or service the people of Rockhampton region.
- The money donated to the selected organisation must be used directly in the Rockhampton region and its immediate surrounds.
- The organisation must provide a service orientated towards assisting disadvantaged or at risk youth of this community.

## **Section B – Ineligibility Criteria**

### **Funding will not be considered for the following;**

- Profit ventures and organisations
- Short term/pilot projects
- Sporting clubs, organisations and activities
- Individuals
- Organisations with a political affiliation

## **Section C – Partnership with Selected Organisation**

It is the intent of Rockhampton Venues and Events to develop a positive and enthusiastic partnership with the charity selected to receive funds. In order to assist Rockhampton Venues and Events with the planning and execution of the event, the charity recipient will be required to make a commitment to participate in the following;

- **Volunteers**  
Recruit and assist with the coordination of approximately 10 volunteers to assist at the event as required and outlined at the charity-briefing meeting. These volunteers do not necessarily have to be registered volunteers of your organization. They can be family, friends and co-workers.

## **Section D – Right of Recourse**

Please note that the selection process is final and, as such, there is no appeal process available.

## **Section E – Follow up Requirements**

The selected organisation will be required to acknowledge support from RockFest and the Rockhampton Regional Council for a minimum of one calendar year after receipt of funds (one calendar year being from the date of the event – this may vary from year to year).

The Rockhampton Regional Council logo must be applied to items purchased with any of the donated funds. Rockhampton Venues and Events will supply the correct logo and wording for this recognition.

The selected charity will be required to submit an evaluation report within three months of receiving the donation detailing the use of funds. Failure to comply with the reporting requirements may result in the organisation being ineligible for future RockFest funding.

## ORGANISATION INFORMATION

### Section 1 – General Information

**Please provide the following information**

**Name of Organisation:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Charitable Registration Number:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Title:** \_\_\_\_\_

If your organisation is selected as the 2012 recipient, Rockhampton Venues and Events will be required to view and copy the following documents;

- an audited financial statement
- public liability insurance
- certificate of incorporation

## Section 2 – Questionnaire

- 1. Describe your organisation's purpose and activities.**  
(Max. 150 words)(Attached separate page if necessary)

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**2. General**

- a. How many people does your charity benefit/serve?\_\_\_\_\_
- b. Who are the primary beneficiaries of your organisation e.g. homeless, sick?

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- c. Describe how your organisation assists this group (max. 100 words)

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**3. Funding**

- a. List all current sources of funding\_\_\_\_\_

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- b. Describe briefly (max.150 words) the project(s) which would be implemented with any funds received from Rockfest 2012.**

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**Please note that any funds received must be used in support of the project(s) described on this application. Any desired changes to the allocation of funds will require pre-approval. Further, project(s) should be scheduled to start from mid-2012, as the funds from Rockfest event will not be disbursed until after the event.**

**4. Volunteer Information**

- a. How many volunteers does your organisation currently utilise?**

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- b. Are your volunteers involved or willing to be involved in fund-raising events?**

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**5. Additional Information**

**Please provide any additional information, which you feel is relevant to your application. (Max. 150 words)**\_\_\_\_\_

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**Applicants **MUST** complete all sections of this form, but may also attach supplementary information regarding their organization. Supplementary information can be no more than 6 pages and must be A4 in size.**