

Council

COMMUNITY GRANT PROGRAM 2025/2026 –
CATEGORY 3, ROUND 1 APPLICATIONS

6. Extract – Porongurup Community Association
Application

Meeting Date: 28 October 2025

Number of Pages: 18



Shire of Plantagenet

Mount Barker • Kendenup • Narrikup
Porongurup • Rocky Gully

File Number: GS/125/72

Doc #: _____

Application Form Community Grant Program (CGP) Category 3 & 4 Grants

The Community Grants Program offers four (4) categories, allowing applicants to select the one that best fits their needs.

1. CEO Donation (up to \$1,000) *(Do not use this form)*
2. Quick Response Grant (less than \$3,000) *(Do not use this form)*
3. **Community Grant (more than \$3,000)**
4. **Industry Support (Triennium Community Grants)**

**** Only use this form for Category 3 and 4 grant applications ****

Important Dates:

Round 1: Open between 1 August 2025 and 30 September 2025 (Applications will be considered at the Public Ordinary Council Meeting in October.)

Round 2: Open between 1 February 2026 and 31 March 2026 (Applications will be considered at the Public Ordinary Council Meeting in April.)

LATE APPLICATIONS WILL NOT BE ACCEPTED.

APPLICATION ROUND/YEAR	
Which round and financial year are you applying for? (eg. R1 - 2025/2026)	R1 2025/2026
What category are you applying for?	☒ 3 - Community Grant ☐ 4 - Industry Support
GROUP/ORGANISATION DETAILS	
Group/Organisation:	Porongurup Community Association
Postal address:	165 Knights Rd Porongurup
ABN:	70 214 948 516 If not supplying ABN, please complete and attach a Statement by Supplier form available on the ATO website here
Does your group/organisation have Public Liability Insurance?	☒ Yes - Please attach a copy of your Certificate of Currency ☐ No - You will need an auspicing organisation with a current Public Liability Insurance policy and provide a copy of their Certificate of Currency.

Is your organisation (or auspicing organisation) registered for the Goods and Services Tax (GST)?	☐ Yes ☒ No
Is your group/organisation an Incorporated Association, Not for Profit Company or any other type of institution? (Please tick all that apply)	☒ Incorporated Association ☐ Not for Profit Company or charity ☐ Other (please specify) _____ <i>If you are not an Incorporated Association, Not for Profit Company, charity or other appropriate organisation you must have an auspicing organisation that will manage the funds and provide a Certificate of Currency for Public Liability Insurance.</i> <i>Please attach a letter of support from the auspicing organisation and a copy of their Certificate of Currency.</i>

GROUP/ORGANISATION CONTACT PERSON

Contact Title & Name E.g. Mr Joe Bloggs	Fiona Glen
Position title within the group/organisation:	Treasurer
Contact number: (mobile preferred)	0490 068 432
Email:	fiona.j.glen@gmail.com

GROUP/ORGANISATION ALTERNATE CONTACT PERSON

Contact's Title & Name	Scott Drummond
Position held within the group/organisation:	President
Contact number: (mobile preferred)	0456 046 271
Email:	porongurupinn@skymesh.com.au

AUSPICING ORGANISATION (IF APPLICABLE)

Auspicing organisation name:	
ABN of auspicing organisation:	
Contact Person, Title & Name Eg. Mr Joe Blogs	
Position title within the group/organisation:	
Contact numbers:	
Email:	

ABOUT THE APPLYING GROUP/ORGANISATION

Briefly describe your group/organisation's goals?

To foster community spirit and fellowship in the Porongurup area. This includes supporting arts and crafts, sports and conservation. To this end we lease the Porongurup hall and hold events there as well as at other places

Describe all services/activities your group/organisation provides to the community?

Hold social and educational events
Maintain a stock of equipment available for the community to use.
Hold events for community members to sell their art or products

Select your main target groups?

- | | | |
|---|----------------------------------|--|
| ☒ General community | ☐ Women | ☐ Aboriginal or Torres Strait Islander people |
| ☐ Children 0-10 | ☐ Men | ☐ People with disabilities and/or carers |
| ☐ Youth 11-25 | ☐ Seniors | ☐ Other (please specify) _____ |

If your application is successful, how will you recognise the Shire of Plantagenet's contribution to this project?

- | | |
|---|--|
| ☒ Press release | ☒ Logo on Banners/Posters |
| ☒ Annual report inclusion | ☐ If purchasing equipment: You will need to attach a label or plaque on the item/s purchased recognising the Shire's contribution. |
| ☒ Social media posts | ☐ Other (please specify) _____ |
| ☒ Logo on promo flyers | |

Has your organisation received funding from the Shire in the last 3 years?

Please note you cannot apply for a CGP more than once within the same financial year.

- ☐ No – skip to Project Details section
- ☒ Yes – please answer below questions

If yes, please list the dates and amounts of funding received from the Shire in the last 3 years.

Date	29-11-24 Art in Porongurup	Amount	\$1500
Date		Amount	

Has your organisation provided a completed acquittal to the Shire for each grant received?

- ☒ Yes – The organisation's acquittal has been received and accepted by the Shire.
- ☐ No – If a previous grant has not been acquitted with the Shire **you are not eligible to apply.**

PROJECT DETAILS	
Project Title	Scrubby Creek Cultural Connections
Please outline your project/funding requirements: (attach an extra page if required)	
Scrubby Creek Cultural Connections (see separate sheet.	
Funding Requested (excluding GST)	\$ 10,000
Total Project Cost (excluding GST, please include in-kind and financial)	\$ 87,500
Provide a timeline for your project including start and finish dates and any milestones (Attach a separate page for timeline if required).	
Once we have sponsorship we will employ an event manager to plan the event	
How and where will your project/purchases take place?	
N/A	
What is your group/organisation's contribution to this project? Please include in-kind and financial.	
all work other than event management will be undertaken by volunteers. As this is the first time we can not evaluate this contribution but we know it will be considerable.	
How many people do you expect to attend/participate in your project/event?	
400	
How many people from the Plantagenet Shire do you expect to attend/participate in your project/event?	
300	

What benefits will your project provide to the Plantagenet community?

Social event
Increased spending support the economy
Opportunities for young people.
Business opportunities

Explain how you know this project is needed and is supported by the community? (research?)

The success and huge popularity of the wine festival. We want to start small and grow it to a sustainable size. The wine festival had got so big, management became an issue.

Name any other groups/individuals that will be involved in the project? (Attach letters of support)

Local business

If you are applying for funds to purchase equipment, describe what equipment and how it will be used in the future?

N/A

If your CGP application is unsuccessful, how will the project be delivered?

Depending on other grant applications - it may not go ahead.
Other options
1. Find an event manager who will do it as a volunteer
2. Find bands and musicians who will volunteer
3. Get more business sponsorship
4. Fundraising

PROJECT QUOTE RECORD

THREE quotes are required for goods or services purchased with grant funds. At least one quote from a local supplier is required if the item/s is available locally. Please include all quotes with the application.

Detailed description of the goods and/or services to be purchased with grant funds if successful:

N/A

LIST OF SUPPLIERS INVITED TO SUBMIT QUOTATIONS: (who you approached for quotes)

SUPPLIER 1

Supplier		Quote \$ (ex GST)	
Contact Name		Contact Number	
Delivery		Availability	

SUPPLIER 2

Supplier		Quote \$ (ex GST)	
Contact Name		Contact Number	
Delivery		Availability	

SUPPLIER 3

Supplier		Quote \$ (ex GST)	
Contact Name		Contact Number	
Delivery		Availability	

Have three quotations been obtained:

☐

Yes

☐

No

If no, please explain the reason for not obtaining three quotes:

Is the quotation accepted the lowest price?

☐

Yes

☐

No

If no, please explain the reason for not accepting the lowest price:

PROJECT BUDGET

Please note that applications with multiple funders/contributors are favoured. PLEASE INCLUDE ALL INKIND AND CASH CONTRIBUTIONS.

Use <https://gstcalculator.com.au/> to obtain the amounts excluding GST.

In-kind hours: Please visit <https://volunteeringwa.org.au/resources/volunteer-benefits-calculator/> to determine your organisations in-kind hours for the project.

PROPOSED PROJECT CONTRIBUTIONS	BUDGET (ex GST)	STATUS
For example: This CGP grant request	1000	Unconfirmed
Organisation in-kind contribution (labour/admin hrs in-kind)	200	Confirmed
For example: Lotterywest grant	2000	Pending
For example: Entry Fees	500	Estimated
Please see attached		
TOTAL INCOME:		

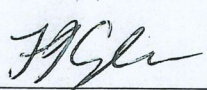
PROJECT EXPENDITURE

PROPOSED PROJECT EXPENDITURE	COST (ex GST)	BUDGET SOURCE
For example: Newspaper Advertisement	500	CGP Grant
For example: Purchase of chairs and tables	500	CGP Grant
For example: Venue hire	200	Own organisation in-kind contribution
For example: Bouncy Castle hire	2000	Lotterywest Grant
TOTAL EXPENDITURE:		

DECLARATION FROM ORGANISATION AUTHORISED REPRESENTATIVE

I declare that the organisation I represent does not operate for profit and the information provided in this application is true and accurate. I agree to abide by the Shire of Plantagenet's CGP Guidelines and any funds received will be used for the purpose nominated in this application only.

Signed by TWO senior members of organisation:

Full name:	SCOTT DRUMMOND	Full name:	KIONA GLEN
Position held:	PRESIDENT	Position held:	TREASURER
Signature:		Signature:	
Date:	26/9/2025	Date:	26/9/25

DECLARATION FROM AUSPICE ORGANISATION (if applicable)

I declare that no funding will be retained or returned to the auspice organisation by way of fees/charges or administration costs, etc. I agree to manage the funds on behalf of _____ and abide by the CGP Guidelines.

Signed by TWO senior members of auspice Organisation:

Full name:		Full name:	
Position held		Position held	
Signature:		Signature:	
Date:		Date:	

CHECKLIST

Please ensure you have:

- ☐ Read the application guidelines carefully.
 - ☐ Attached Copies of **ALL** required quotes for **all** expenditure
 - ☐ Attached Certificate of Currency for organisation/auspice Public Liability Insurance
 - ☐ Attached a Letter of Support from the auspice organisation (if applicable)
 - ☐ Attached a Statement of Supplier form (if applicable)
 - ☐ Attached additional Letters of support from other groups to strengthen your application
 - ☐ Attached project timeline
- Completed **ALL** sections of the Application Form

PLEASE SEND ALL COMPLETED APPLICATIONS AND ATTACHMENTS ADDRESSED TO:

ATTN: Community Development Officer

Email: info@sop.wa.gov.au

or

Post: PO Box 48, MOUNT BARKER WA 6324

or deliver in person to: 22-24 Lowood Road, MOUNT BARKER.

Scrubby Creek Cultural Connections

9 May 2026

The Porongurup Community Association (PCA) plans to have a music festival at Scrubby Creek Bush Camp. This is a new venue in Porongurup with sweeping views over farmland to the Stirling Ranges, and nestled into a backdrop of the huge boulders of Porongurup Range. The property, once farmland, has had a large area revegetated to natural bush species and a bush tucker orchard has been developed. We hope to celebrate the beauty of the place and share our wonderful sense of community, by presenting music of different genres and cultures. We want to broaden the knowledge of the depth of aboriginal culture. We intend to showcase emerging artists and indigenous artists. Our respect for the environment, which is also one of Scrubby Creek's driving forces, ensures that the event will be run with minimum impact on the environment. We would like to make the event an enjoyable experience for people of all ages and backgrounds, to which end we will have immersive experience as well as entertainments.

The PCA already runs two major events each year, along with many smaller ones. The Art in Porongurup sculpture exhibition and competition has been running for over twenty years but has only been completely managed by the PCA for the last three. The annual, very popular, Snowball has been run for over twenty years by the PCA. Both of these events have been successfully managed by volunteers.

The Porongurup Wine Festival held on the March long weekend ceased during COVID. It had been a great opportunity to hear some live music in our area. The idea to replace this, however on a date more likely to bring a new audience to the area, is behind the conception of Scrubby Creek Cultural Connections. The March long weekend is still a busy time in the area, with little availability of short term accommodation. We envisage that local business would benefit from the new event to take place on an ordinary weekend.

SCRUBBY CREEK CULTURAL CONNECTIONS BUDGET

INCOME (REVENUE)

Item	Quantity	Price/Unit	Total Income
Ticket Sales			
Early Bird Tickets	100	\$80.00	\$8,000.00
Standard Tickets	250	\$100.00	\$25,000.00
VIP Tickets	50	\$150.00	\$7,500.00
Subtotal Ticket Sales	400		\$40,500.00

Sponsorship & Grants

Major Sponsor (Naming Rights)	1	\$20,000.00	\$20,000.00
Minor Sponsors (e.g., Food, Beverage)	4	\$3,000.00	\$12,000.00
Local Government Grants	-	-	\$10,000.00
Subtotal Sponsorship & Grants			\$42,000.00

Other Income

Food Truck / Winery – drinks Site Fees	6	\$500.00	\$3,000.00
Merchandise Sales	-	-	\$2,000.00
			\$5,000.00

Total Projected Income **\$87,500.00**

EXPENSES

Category / Line Item	Estimated Cost
Artist & Performance	
Headliner Act (e.g., Bondi Cigars)	0
+ travel & accommodation	945
Supporting Acts (x5)	13300
+ travel & accommodation	13700
Local / Solo Acts (x6)	1200
Artist Hospitality (Rider)	1200
	\$30,345.00
Venue & Site	
Venue Hire (Scrubby Creek)	0
Site Works (Grading, compacting)	0
Toilets (x15-20 units)	1500
	\$1,500.00

Production & Tech

Stage Hire (x2)
 PA System, Sound Engineer (x2 stages)
 Lighting (Stages & site)
 Backline (Amps, drums, keys)
 Power Generators & Distribution (stages, 3 phase) x2
 Power Generators & Distribution (food trucks) x4

4000
8000
2000
2000
2000
1600
\$19,600.00

Staff, Safety & Compliance

Security Personnel (x10)
 Paramedics/First Aid (x2 teams)
 Event Coordinator / Manager Fee
 - (2 days/wk, or 3 d/wk)
 Permits (Liquor, Noise, Event)
 Insurance (Public Liability)
 Insurance (Professional Indemnity)
 Insurance (Volunteers)

4000
2000
10000
1500
1500
1000
600
\$20,600.00

Marketing & Ticketing

Website Development & Hosting
 Social Media & Digital Advertising
 Poster & Print Design/Printing
 Ticketing Platform Fees (~5%)

1000
1500
0
2000
\$4,500.00

Other Logistics

Fencing, Marquee & Tent Hire
 Signage (Site, Directional, Safety)
 Waste Management (Bins, Removal)
 Communications (Satellite Internet)

0
1000
1000
1000
\$3,000.00

Sub-total of all costs

\$79,545.00

Contingency

\$7,954.50

Total Projected Expenses

\$87,499.50

Profit / Loss

Projected INCOME	\$87,500.00	
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Projected EXPENSES	\$87,499.50	
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Variance	\$0.50	
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Fiona Glen
<fionajglen@gmail.com>

Fwd: Scrubby Creek Cultural Connections Support Letter

1 message

Scrubby Creek
<scrubbycreek.bushcamp@gmail.com>

Fri, Sep 5,
2025 at 6:26
PM

To: Fiona Glen <fionajglen@gmail.com>

Sent from my iPad

Begin forwarded message:

From: Robert Dicey
<robert.dicey@gmail.com>
Date: 5 September 2025 at 6:11:06 pm
AWST
To: Alison Parmenter
<alison@myworldcc.com.au>,
scrubbycreek.bushcamp@gmail.com
Subject: Scrubby Creek Cultural
Connections Support Letter

**Letter of Support from Karribank for
Scrubby Creek Cultural Connections**

At Karribank, heritage is more than stone walls and old timbers — it is a story still alive today. For generations, families have gathered here in the Porongurups to share food, music, and the beauty of this land. That same story is now being written afresh through the vision of Jack and the Porongurup Community Association, and we are honoured to give our full support to the Scrubby Creek Cultural Connections festival.

Heritage and Land Intertwined

Karribank itself was built as a gathering place, offering hospitality, celebration, and refuge for over a century. We have seen firsthand how places of heritage can become places of future hope.

Jack's vision at Scrubby Creek continues this tradition. By transforming farmland into a revegetated bushland, developing a bush-tucker orchard, and creating a cultural gathering space, Jack has shown remarkable leadership. His work honours the past while preparing the ground for future generations to celebrate culture, music, and community in harmony with the land.

Aligned with the Shire's Strategic Goals

The Scrubby Creek Cultural Connections festival does not stand apart from the Shire's vision — it reflects it.

Community: By bringing people together across generations and cultures, it strengthens belonging and celebrates diversity.

Environment: With careful land management and revegetation, it demonstrates respect for Country and ensures sustainability.

Economy: By choosing an ordinary weekend instead of the crowded March long weekend, the festival gives local businesses new opportunities to benefit from tourism and visitor spending.

Leadership: Jack's initiative showcases what local vision and creativity can achieve, setting an example for future community-driven projects.

In every way, this festival embodies the Shire of Plantagenet's policy goals.

A Picture of What's Possible

Imagine standing at Scrubby Creek as the sun dips behind the Stirling Ranges. Music floats through the air, weaving Indigenous voices with emerging local artists. Families sit together on the grass, tasting local produce and bush-tucker dishes, while children play freely under the watchful eye of the boulders that have stood for millennia. Visitors, drawn to this unique cultural experience, stop in at local businesses and accommodations, discovering the richness of the Porongurups in a new way.

This is more than a festival. It is a vision of who we are — and who we can be together.

Karribank's Commitment

As custodians of one of the region's oldest heritage sites, we at Karribank know the power of place, people, and shared culture. We see Jack's vision as one that not only reflects our own story but also carries forward the values of the entire Shire: heritage, community, stewardship, and leadership.

We proudly support Jack and the Porongurup Community Association in this endeavour, and we encourage the Shire and wider community to join us in ensuring this festival becomes a landmark event for our region.

With pride in our past and hope for the future,

The Karribank Team

Robert Dicey

+61408882277

26 SEP 2025

SHIRE OF
PLANTAGENET

Notes:

Insurance. While the PCA has their own insurance further insurance has been budgeted for

Total Project Cost. Does not include the intend costs of volunteers for the project.

Attendance. We have kept a cap on the attendance figures while the team learn the new event. We expect this to grow in future and for the event to become a part of the Porongurup annual calendar.

Budget. Originally drawn up by a person experienced in the music industry and then brought down to size for our smaller event. Therefore no Bondi Cigars!