

# Community Responsibility Program

Application, Information  
and Guidelines for Community Support



## About the Program

Sharp Airlines recognises that in every community there are formal and informal groups in need of support funding or sponsorship which assists important causes. In regional areas in particular these groups are often the fabric which holds together small communities.

Sharp Airlines has built a reputation for listening to the public, investing in development, encouraging initiative and seeking new opportunities. Our commitment is to deliver quality service and to provide whatever support we can to the community where necessary.

With this in mind, Sharp Airlines has established its own community fund to which groups can apply for funding to support worthy causes. Applications to the Sharp Airlines community fund will be assessed on the extent to which support will facilitate community outcomes beyond those which can be achieved at present.

## Who can apply?

Organisations, clubs or community groups that apply must be based within Victoria, South Australia or Tasmania. Applications can come from formal, long-standing organisations or simply from an informal gathering of people which may, for example, be seeking support for an individual who has struck difficult circumstances.

Applicants may seek funding to support an event or to give a boost to an already established community activity. Sharp Airlines is eager to support the community through this fund and invites applications.

## Filling out the Application Form

The attached application form is designed to collect information about what you have planned for your project. It includes budget considerations, information on the location and setting of your project, and the objectives and strategies you will employ in carrying out your project.

## Enquiries & Contact Details

All funding applications are to be sent to:

Sharp Airlines. Email: [community@sharpairlines.com.au](mailto:community@sharpairlines.com.au)

## What is the Process?

1. Complete the "Community Responsibility" Program Application & Guidelines
2. Send the Application Form to Sharp Airlines - Marketing
3. Sharp Airlines will check and verify the information
4. Once processed at the end of each month, Sharp Airlines will review and make a decision
5. We will contact you to advise if you have been successful
- 6 Applications are reviewed every 2-3 months or as needed Please note all efforts will be made to try and accommodate any urgent requests, but we cannot guarantee your application will be reviewed prior to the dates above.
7. You will be advised within 15 days of the closing date by email if you are successful.

## Requirements

1. Approval – Sharp Airlines logo must be on all promotional and advertising materials and we must approve these before they finalised, eg Sharp Airlines must approve flyers or posters before they are printed.
2. Acknowledges our Support - Successful applicants are expected to acknowledge the support of Sharp Airlines in all media activities, public events and promotion – through verbal recognition, signage, and local media and promotions.
3. In-kind requests – No cash payments will be made, we only accept applications for in-kind requests
4. Completion - Events and Projects are required to be completed within 12 months.
5. Delay - Please contact Marketing team, if the project/event is delayed, and the Sharp Airlines team will assess whether funding will still proceed.
6. Cancellation – please email – [community@sharpairlines.com.au](mailto:community@sharpairlines.com.au)
7. Public Liability - All authorisations including public liability insurance remain the responsibility of the applicant.
8. Report - successful applicants must provide a Project/Event Report no later than 30 days after the completion of the project.

This report must include:

- a. Copies of all publicity materials produced for the project.
  - b. Copies of all media coverage about the project.
  - c. Identifying how grant funds have been spent and the success of the project in meeting its objectives.
9. Withdrawal of Funds – Sharp Airlines reserves the right to withdraw support if it deems necessary.

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## Enquiries & Contact Details

All funding applications are to be sent by email to: [Community@sharpairlines.com.au](mailto:Community@sharpairlines.com.au)

## What is the Process?

1. Complete the "Community Responsibility" Program Application & Guidelines
2. Send the Application Form to Sharp Airlines - Marketing
3. Sharp Airlines will check and verify the information
4. Sharp Airlines will review regularly (every 2-3 months)
5. We will contact you to advise if you have been successful

## Application Form

Item	
Name of Organisation / Group Incorporation Number  (If incorporated)	
Contact Person	
Telephone	
Email	
Project / Event Name	
Event Date	
Event Location	
Who will be event / project benefit?	
Event Has the Project been delivered before?	
Summary of the Project	
How will you promote the event/project?	

## Support

In-kind support requested	
What will the in-kind support be used for?	
How can Sharp Airline's support be included in the promotion & communication?	
Would you like your Event including in the following (please circle)  We try to include community events where possible in these items	Flight magazine  Facebook & Social media  e-news