

Community Investment Program

Application for mobile water fountain

How to apply

As City West Water is a fully accountable organisation owned by the Victorian State Government, it is essential that Community Investment Program applications are submitted to us in writing.

We request that mobile fountain applications are provided at least **three months** before the proposed event.

Successful applicants should be aware that our support is not a general endorsement by either City West Water or the State Government, and that the benefits of any support must not be promoted or publicised in this way.

Applications should be sent to:

Community & Social Involvement Team
City West Water
Locked Bag 350
Sunshine Vic 3020

Or emailed to csi@citywestwater.com.au

Details

Community Investment type:

- Arts & Culture Education Charity/Welfare
 Health Community Organisation Sports
 Other (please specify) _____

Organisation name: _____

Contact person: _____

Email address: _____

Daytime telephone or mobile: _____

Community event: _____

Event date: _____ Event times: _____

Event address: _____

Melways: _____

Expected event attendance numbers: _____

Key contact on the day: _____

Mobile number of key contact: _____

Preferred drop off time: _____ Preferred pick up time: _____

As we receive numerous applications to use the Mobile Drinking Fountain we may not always be able to grant approval to all applications, even all those which meet the published guidelines. Lodgement of an application acknowledges acceptance and agreement of our framework, criteria and requirements.

Acceptance of the mobile water foundation acknowledges that the applicant will complete a post event evaluation, as provided by City West Water, within 30 days at the event.

For approved applications, whilst City West Water will make reasonable endeavours to deliver the water fountain at the time requested, it is unable to guarantee the delivery, either at the time specified or, in extreme circumstances, on the day of the event.

City West Water will always endeavour to notify an organiser if this situation occurs. The applicant also agrees to participate in an external review of City West Water's support program.

Please note if you do not complete all sections of this application it may not be assessed until all requirements are addressed.

Requirements (all sections must be complete)

- Site map (attach or complete site plan below)
- Mains pressure tap/hydrant is within close proximity to the proposed location of fountain which allows a 20 or 25mm connection.
- A management plan, to be detailed below, for any run off water from the fountain. Management Plan to be approved by City West Water:

- The proposed location of the fountain must be assessed against all identified event risks including the secure housing of the inflow and outflow hoses. City West Water provides reasonable assistance where required to identify a suitable location for the fountain
- A management plan for the security of the fountain during the event, to be approved by City West Water. **The event organisers will be held liable for any damage to the fountain whilst in their custody and/or control (supply details of security arrangements):**

- The organisers provide an alternative supply of free water to persons who may not be able to access or operate the fountain due to a disability (alternative supply details): _____

City West Water reserves the right to reject an application if the proposed location of the fountain and/or management plans do not meet requirements. **Supply of the fountain may be withdrawn if any of the requirements above are not met.**

Please mark on the site plan where the fountain is to be located. The connections should be under, or as close as possible to, the trailer.

Office use only: SR number _____

PLEASE NOTE IF YOU DO NOT COMPLETE ALL SECTIONS OF THIS APPLICATION IT MAY NOT BE ASSESSED UNTIL ALL REQUIREMENTS ARE ADDRESSED.

City West Water's Community Investment Program

Framework

This document contains guidelines for organisations who want to participate in City West Water's Community Investment Program.

City West Water provides services to Melbourne's CBD and inner and western suburbs and will consider applications for limited financial support at corporate, commercial and local community levels within our licence area.

City West Water sees community investment opportunities as a way to build relationships with our many stakeholders.

If your organisation has an event or program which has water, or a water conservation focus, and can offer a positive association with our business, we'd be delighted to consider your application.

Our Criteria

Before your application for assistance can be considered the event or program must meet one or more of the following criteria.

- Does the activity/event occur within City West Water's licence area?
- Is there a focus on water and/or water conservation?
- Does the organisation or event reflect City West Water's values?
- Does the organisation or event provide avenues to promote our key messages and programs?
- Does the activity/event benefit the community in City West Water's licence area?

What we do not support

City West Water does not generally support the following types of requests:

- unincorporated groups or bodies which do not have an Australian Business Number
- events intended to provide profit or gain
- delivery or replacement of core government services
- donations for fundraising teams or individuals for charity
- retrospective funding or budget deficits
- beauty contests/pageants, events that involve gambling, exploit animals
- events that discriminate adversely against any persons, organisations or groups, or that are for individuals or political parties
- events that have limited audience appeal or organisations that do not function for the wider benefit of the community
- events which conflict with Government Policy or objectives
- where the support is passed onto a third party in the form of a sponsorship or grant. City West Water's support is for the exclusive use of the applicant.