



Shire of Narembeen Community Resource Centre & Road Safety Commission Grant Program

APPLICATION FORM SOCK Week 2026

Applications Open 30 March 2026

Applications Close 27 April 2026

The Shire of Narembeen and the Road Safety Commission (RSC) have partnered to establish the SOCK Week Community Grant Program.

The purpose of this grant is to encourage WA communities to deliver SOCK Week through activities, events and/or projects during the week of **Monday, 29 June to Friday, 5 July 2026**, spreading its important messaging across the state and expanding participation in regional Western Australian communities.

Projects may receive funding up to **\$1,250.00 (ex-GST)** through the SOCK Week Community Grant, additional contributions may be available from other organisations, grants or fundraising efforts.

Who Can Apply?

- Incorporated organisations
- Not-for-profit organisations
- Community groups
- Local Government Authorities
- Community Resource Centres
- Town Team groups
- Educational institutions.

Who Cannot Apply?

- An individual or a private business
- State or Federal Government department or agency
- Organisations whose main purpose is to fundraise
- Applicants who have failed to submit an acquittal for the previous round of the SOCK Week grant program.

What Can Be Funded?

Requests for funding may include (though is not limited to) the following:

- Publicity, communications and marketing
- Printing and copying of advertising material
- Purchase and/or hire of equipment
- Workshops, info sessions, and guest speakers.

What Cannot Be Funded?

- Administrative or operational costs (ie. rent, staff wages, utility costs, insurance, stationery and overheads)
- Personal expenses of any kind
- The purchase of alcohol, even if intended to be used for funded events/workshops
- Purchases made prior to formal confirmation of funding.

Application Assessment Process

Applications for the SOCK Week Community Grants Program will be assessed by the Shire of Narembeen. Historically this is a competitive program; not all applications may be successful or fully funded.

Applicants should provide detailed responses to all questions in the application form. Comprehensive answers will assist the assessment panel in making an informed decision. Please liaise with the Narembeen CRC Coordinator for advice on completing your application.

Grant Conditions and Requirements

1. Financials

All grant applications must detail **all** sources of **income and expenditure** related to the project, including cash contributions, grants, and in-kind support and must include cost estimates.

2. Acknowledgments and Logos

- SOCK and RSC logos and branding will be provided and must be used on all associated promotional material (video, print, social media)
- The Shire of Narembeen and the RSC must be acknowledged in all media releases and interviews
- Hashtags #SaveOurCountryKids and #SOCKWeek2026 must be used when promoting your local event and road safety messages on social media platforms

3. Payments

Approved funds shall be paid to successful applicants upon receipt of an invoice made out to the Shire of Narembeen and sent to vking@narembeen.wa.gov.au from the applicant.

4. Unused funding

Where funding is not expended in accordance with the approved application or otherwise not fully expended, the Shire of Narembeen shall reserve the right to recover any unspent or misused funds from the applicant.

5. Changes in Project Scope

Successful applicants must advise the Shire of Narembeen in writing of proposed changes to the scope of activities. If the changes are deemed to be 'substantial' then the previously approved grant funding amount will be reviewed and potentially revoked, potentially requiring a new application to be submitted.

6. Acquittal of Grants

Acquittal forms will be sent to successful applicants when formal confirmation of approval is provided. Completed acquittal reports, including supporting documentation, must be submitted to the Shire of Narembeen on or before 31 August 2026.

Any failure to provide acquittal documentation will immediately disqualify the applicant from applying for future grant funding.

Requests for extension to the acquittal deadline must be made in writing and must include the reason for the requested extension.

How Do I Apply?

Application forms can be downloaded from the Shire of Narembeen website [Grant » Shire of Narembeen](#)

Who do I contact?

All applications, queries, requests and acquittals may be made to:

Vanessa King - CRC Coordinator

Phone: 9064 7055 or 0498 444 875

Email: vking@narembeen.wa.gov.au

Grant Application Timeline:

Applications Open: 30 March 2026

Applications Close: 27 April 2026

Applicants Notified: 11 May 2026

SOCK Week: 29 June – 5 July 2026

Acquittal Due: 31 August 2026

1. Applicant Details

Organisation Name:			
Postal Address:			
Contact Person:			
Phone No:		Email:	

2. ABN, Tax Status and Other Legal Requirement

Does your organisation have an ABN?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	ABN:	
Is your organisation registered for GST?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is your organisation incorporated? <i>*If yes, please attach a copy of your certificate of incorporation.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Does your organisation have Public Liability Insurance? <i>*Attach a copy of your certificate of currency for public liability.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has your organisation received SOCK Week grant funding in the last two years?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has your organisation acquitted all funding previously received?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3. About Your Project

Project Name	SOCK Week 2026		
Project Date	Start 29 June 2026	Finish Friday 5 July 2026	
Total Cost of Project (Ex GST)	\$	Amount of Funding Requested (Ex GST)	\$
If you do not receive the full amount requested, can this project be delivered in some capacity, or would you have the capacity to meet the shortfall?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Will your project involve volunteers? If yes how many?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	How many:		

4. Project Information

4.1 Project Description: Please provide a detailed description of your overall activities, including how it will promote road safety in your community/region. Include examples of activities that will A) increase participants knowledge of road safety risks and B) improve attitude towards risky driving behaviours.

4.2 Road Safety Messages: What Road Safety messages do you aim to promote throughout SOCK Week 2026? *Example: Speeding, Distractions, Fatigue, Drink Driving, Seatbelts*

4.3 Project Reach & Participation: What is the expected number of people this project will reach?

In person:

Online:

4.4 Partnerships: List the names of community organisations, government and non-government agencies etc. involved in your project.

Example: Shire of XXX, District High School, Police, Volunteer Emergency Services

4.5 Project Deliverables: Provide dot points of the specific events/activities.

Example:

- *7x social media posts (Facebook, Instagram, TikTok)*
- *3x local communications (local newspaper, posters on notice board etc.)*
- *1x community event at local Emergency Services Facility*
- *2x activities with local school*
- *Fluoro Friday with whole of community*
- *1x info/education session with guest speaker*

4.6 SOCK Champion: List one 'community champion' to coordinate local delivery, engagement, reporting and who can provide qualitative feedback following the project.

Example: Vanessa King – Narembeen CRC – CRC Coordinator – 9064 7055

5. Budget and Financials

5.1 Income

Please outline your project income in the table below, including details of other funding that you have applied for, whether confirmed or not.

INCOME		Amount \$ (Ex GST)
SOCK Week grant funding <i>(This is the amount of grant requested)</i>		\$
Your contribution (cash)		\$
Other contributions <i>(Itemise other cash income streams - funding, sponsorship, etc.)</i>	<i>Example: Lotterywest - unconfirmed</i>	\$
		\$
		\$
		\$
Total \$ Income <i>(Total of SOCK Week grant, your contribution and other contributions)</i>		\$

5.3 Expenditure

Please outline your project's total expenses using the table below. Additionally, please also outline your project's in-kind contributions below. In-kind' contributions are goods, services, time, expertise, or other non-cash contributions which assist the development, delivery and/or evaluation of the event.

EXPENDITURE ITEMS	Amount \$ (Ex GST)
Advertising/Promotions	\$
Equipment/ Venue Hire	\$
Material Purchases	\$
Speaker Fees/Workshops/Info Sessions	\$
In-Kind (printing, hire, staff time)	\$
Other (specify)	\$
Other (specify)	\$
Total \$ Expenditure	\$

6. Declaration

By submitting this application, I agree that:

- If my application is successful, I will acknowledge and ensure recognition using the provided logo as mentioned above.
- I have read the information relating to this funding and certify that to the best of my knowledge, the information provided in this form is correct and discloses a full and accurate account of income, expenditure and activities.
- At the completion of the project, I will provide an acquittal by the due date.

Name			
Position			
Signature		Date	
<i>I understand that any image submitted with my acquittal may be used for the purposes of display, publicity, and promotional materials for SOCK Week, this includes print and online platforms (newsletters, social media and websites).</i>			



COMMUNITY
INITIATIVES
PARTNER