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2025 Community Donation Application Form

Overview:

Wespine has been proudly supporting local communities since the establishment of its operations in West Dardanup in Western Australia in the 1990’s.

The company focuses its community support across the areas in which Wespine operates, including areas where our log resource is sourced from. Eligible applications will also be considered from Greenbushes or Boddington.

This form can be used for requests for the donation of wood products, in-kind support and grant applications up to a combined value of $2,000 per financial year.

The closing date for applications is 5 October 2025. Late applications will not be accepted.

Applications will be accepted for projects that align with the following:

* Community-led forestry initiatives, including seedling plantings, management of forestry assets;
* Sustainability initiatives through tree planting programs, development of school eco-gardens, or similar.
* Direct linkage to Wespine’s sphere of influence (e.g. promoting environmental awareness or sustainability, reuse / recycle projects, promoting use of wood).

Applications will not be accepted from:

* For-profit organisations;
* Religious groups or organisations with religious affiliations;
* Individuals or individual sporting teams;
* Customer requests;
* Political parties or organisations with political affiliations.

Applications for support should be lodged at least two months prior to the proposed start date. Retrospective applications will not be accepted. Wespine will generally host two opportunities per annum (March / April and September / October) to submit requests for donations.

Requests for wood products, should refer to Attachment 1 for available sizes and lengths.

Contact and submission details:

If you have any queries, require assistance or would like to lodge your application, please contact Julie Pelliciari, Risk and Social Responsibility Manager:

Email: [enquiry@wespine.com](mailto:enquiry@wespine.com)

Postal address: Wespine Industries, PO Box 1320, Bunbury WA 6231.

1. Applicant information:

|  |  |  |
| --- | --- | --- |
| Name of organisation |  | |
| ABN (if applicable) |  | Registered for GST (Y / N): |
| Postal address |  | |
| Contact person |  | |
| Position title |  | |
| Phone number |  | |
| Email address |  | |
| Type of organisation | Not-for-profit organisation  Incorporated community organisation  Not-for-profit educational institution  Local government authority  Other – please specify: | |
| Provide a brief summary of your organisation, mission statement and main activities: |  | |
| Has your organisation received funding or support from Wespine previously?  If so, please provide details: |  | |
| Is your request for the donation of wood products, cash donation and/or in-kind support? (tick which is applicable) | Donation of wood products  Cash donation  In-kind support (e.g. the donation of surplus equipment). | |

1. Event / project details:

|  |  |
| --- | --- |
| Name of proposed event / project |  |
| Date |  |
| Location |  |
| If your request is for wood products, state the sizes and lengths required (refer to Attachment 1). |  |
| If your request is for in-kind support, please describe what you require: |  |
| If your request is for grant funding, please specify the amount that you are applying for: |  |

1. Overview and benefits

Please provide a brief overview of the proposed event / project, including:

* Why is this activity important to the community?
* What will Wespine’s support be used for?
* What planning has occurred for this activity?

|  |
| --- |
|  |

How will the activity benefit the community?

|  |
| --- |
|  |

Briefly describe how Wespine will receive acknowledgement (e.g. naming rights, signage, publicity):

|  |
| --- |
|  |

Please describe the target audience and the estimated number of people to benefit from the activity:

|  |
| --- |
|  |

Provide a list of all potential community partners for the activity:

|  |
| --- |
|  |

1. Financial information (to be completed for grant funding applications only)

Income and in-kind support received for the activity (ex GST):

|  |  |  |
| --- | --- | --- |
| Source of income (e.g. entry fees, sale of refreshments, other grants, provision of labour from own or other organisations) | Cash or grant funding | In-kind support (use $30 per hour for any volunteer time and commercial rates for other goods and services). |
| Wespine (up to $2,000) |  |  |
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|  |  |  |
| Total income | $ | $ |

Proposed expenditure for the event / project (ex GST):

|  |  |  |  |
| --- | --- | --- | --- |
| Item (e.g. advertising, goods or services) | Wespine application | Other grants / cash | In-kind support (estimated $) |
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|  |  |  |  |
| Total expenditure | $ | $ | $ |

Note: total income received must equal total expenditure.

1. Terms and Conditions

Applications must fulfill the following criteria:

## The project will be undertaken within communities in which Wespine operates. This includes the Dardanup sawmilling operation and pine plantations which supply product to Wespine.

## The project will deliver economic and / or social benefit to the communities in which Wespine operates.

## Organisations which Wespine will support include local schools and kindergartens, and not-for-profit community organisations.

## Wespine will not contribute to for-profit programs, political parties or organisations with religious affiliations, individuals or individual sporting teams or customer requests.

## The project demonstrates alignment and preferably has direct linkage to Wespine’s sphere of influence of the business (e.g. promoting environmental awareness or sustainability, reuse / recycle projects, promoting use of wood).

1. Applications will generally be offered twice in each financial year, usually in September/October and March/April. The program may be deferred or cancelled at the discretion of Wespine.
2. Applicants can only receive support (funding, product or in-kind) once in any given financial year.
3. All applications will be reviewed by Wespine community support team and approved by the Managing Director.
4. Wespine reserves the right to accept or reject any application received.
5. Wood product can only be selected from the available product listed in Attachment one.
6. Successful applicants will be required to provide Wespine with an evaluation of the project, within eight weeks of the completion of the event / project.
7. Acknowledgement of Wespine must be included in any advertising and on any material relating to the project. Approval from Wespine is required for the use of the Wespine logo, with all use required to adhere to the Wespine style guidelines.
8. Unless otherwise agreed, the applicant will need to be an incorporated not‐for‐profit organisation or seek the support (sponsorship) of an incorporated not‐for‐profit organisation.
9. Wespine will not be held responsible for the success of the approved purpose for which the donation was given or for any losses or additional costs incurred that are associated with the approved purpose.
10. The applicant must comply with all Local, State and Commonwealth laws applicable to the approved purpose.
11. Declaration

This declaration is made by the applicant (an eligible incorporated organisation) or an appropriate sponsoring body on behalf of the applicant:

I declare that I am currently authorised to sign legal documents on behalf of the organisation;

I declare that all the information provided is true and accurate;

I give permission for Wespine to contact any persons or organisations in the processing of this application and understand that information may be provided to other agencies, as appropriate;

I am aware that the Terms and Conditions as outlined above will apply to ensure the project is appropriately completed and accountability requirements are met;

I agree to ensure that appropriate insurances are in place (e.g. Worker’s compensation, volunteers, professional indemnity, public liability, motor vehicle);

I agree to run the project as stated, and provide a final acquittal report to demonstrate how the grant was utilised to Wespine within eight weeks of completion of the project and that the final report will need to demonstrate achievement of the project objectives; and

I declare that the organisation is financially viable and is able to meet all accountability requirements.

Signed:

Date:

Name:

Position:

1. Checklist

Prior to submitting your application please ensure the following has been completed:

All required questions in the application form have been completed.

A legally authorised officer has read, agreed to the grant terms and conditions, and signed the application form.

Attachments:

Copy of your organisation’s (or the sponsoring organisation’s) Certificate of Incorporation

Copy of current ABN status from Australian Taxation Office website (if applicable)

Quotes for goods and services (if applicable)

Additional supporting material (if applicable)

**Attachment 1:** Wood product available for donation (marked with a **✓)**.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Available product length (metres)** | | | | | | | | |
|  | **1.2** | **1.5** | **1.8** | **2.1** | **2.4** | **3.0** | **3.6** | **4.2** | **4.8** |
| **Available product size MGP10 grade in treated** (H3 or blue) **or untreated** | | | | | | | | | |
| 70x35 U | **✓** | N/A | **✓** | **✓** | **✓** | **✓** | **✓** | **✓** | N/A |
| 70x35 B | **✓** | N/A | **✓** | **✓** | **✓** | **✓** | **✓** | **✓** | N/A |
| 70x35 H3 | N/A | N/A | **✓** | N/A | **✓** | N/A | N/A | N/A | N/A |
| 70x45 U | **✓** | **✓** | **✓** | **✓** | **✓** | **✓** | **✓** | **✓** | N/A |
| 70x45 B | N/A | N/A | N/A | N/A | **✓** | **✓** | **✓** | **✓** | N/A |
| 70x45 H3 | N/A | N/A | **✓** | N/A | **✓** | N/A | N/A | N/A | N/A |
| 90x35 U | **✓** | **✓** | **✓** | **✓** | **✓** | N/A | N/A | N/A | N/A |
| 90x35 B | **✓** | **✓** | **✓** | **✓** | **✓** | N/A | N/A | N/A | N/A |
| 90x35 H3 | N/A | N/A | **✓** | N/A | **✓** | N/A | N/A | N/A | N/A |
| 90x45 U | **✓** | **✓** | **✓** | **✓** | **✓** | N/A | N/A | N/A | N/A |
| 90x45 B | N/A | N/A | N/A | N/A | **✓** | N/A | N/A | N/A | N/A |
| 90x45 H3 | N/A | N/A | **✓** | N/A | **✓** | N/A | N/A | N/A | N/A |
| 120x45 U | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 120x45 B | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 120x45 H3 | N/A | N/A | **✓** | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 140x45 U | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 140x45 B | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 140x45 H3 | N/A | N/A | **✓** | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 170x35 U | **✓** | **✓** | **✓** | **✓** | **✓** |  | N/A | N/A | N/A |
| 170x35 B | **✓** | **✓** | **✓** | **✓** | **✓** |  | N/A | N/A | N/A |
| 190x45 U | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 190x45 B | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 190x45 H3 | N/A | N/A | **✓** | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 240x45 U | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 240x45 B | N/A | N/A | N/A | N/A | **✓** | **✓** | N/A | N/A | N/A |
| 240x45 H3 | N/A | N/A | **✓** | N/A | N/A | N/A | N/A | N/A | N/A |
| **Landscaping** | | | | | | | | | |
| 200x50 H4 | N/A | N/A | **✓** | N/A | N/A | **✓** | N/A | N/A | N/A |
| **High Density Rough Sawn** | | | | | | | | | |
| 100x25 U | N/A | N/A | N/A | N/A | **✓** | N/A | **✓** | N/A | **✓** |

U = Untreated

B = Blue treated

H3 = Premium Green H3

N/A = Not available

Non-structural product is dependent on production availability.