CITY OF PALMERSTON
EXPRESSION OF INTEREST
Harvest Corner Community Garden

Important information for applicants
Please complete this Expression of Interest (EOI) after reading and understanding the supporting documentation. If additional space is required, include a clearly labelled attachment with this form.

- Three-year management term of Harvest Corner Community Garden
- Terms of Use for the one-off establishment fund of up to $10,000 ex GST.

Organisation Details

Organisation name	
Organisation type	
Incorporated association?	☐ Yes ☐ No
Incorporation number	
If not incorporated, will the organisation become incorporated before taking on management?	☐ Yes ☐ No ☐ Not applicable Details:
ABN (if applicable)	
Nominated representative	
Contact number	
Email address	

Organisation Description and Experience

Please provide a brief overview of your organisation, including:

- The programs and services your organisation currently delivers or is involved with.
- Your organisations's experience in delivering community programs, activities or projects.
- Any previous experience managing community gardens or similar community spaces, if applicable.

Organisational Structure and Governance

Please provide information about how your organisation is managed, including:

- Your committee or organisational structure.
- Your governance arrangements, including how decisions are made and responsibilities are managed.

Community Partnerships and Connections

Please tell us about your organisation's connections with the Palmerston community, including:

- Existing partnerships or working relationships with other local organisations.
- How these relationships may support the management and activities the Community Garden.

Vision over the 3- years

Outline your vision for managing the community garden over the three-year management term, including:

- community participation and engagement.
- supporting community access and inclusion.
- the organisation's ability to open the garden to the community regularly.

Financial Sustainability and Membership

Describe how your organisation will maintain financial sustainability over the three-year management term, including proposed fundraising activities, membership fees, grants,

sponsorships or other income. Please also explain how our organisation intends to meet the ongoing operation maintenance, insurance and administrative costs associated with managing the Community Garden.

One-Off Establishment Fund

Outline your proposal for managing and spending the one-off establishment fund of up to $10,000 ex GST. Eligible examples include garden beds, gardening equipment and materials, plants and small trees, irrigation, garden furniture, aquaponics or composting equipment, approved community workshops and programs, and an opening event.

The funding may be expended over the three-year agreement term. In accordance with the Terms of Agreement, the successful organisation may submit any proposed amendments to approved expenditure plan in writing to Council for consideration.

Proposed item/activity	Purpose and community benefit	Timing	Estimated cost
		Year ☐1 / ☐2 / ☐3	$
		Year ☐1 / ☐2 / ☐3	$
		Year ☐1 / ☐2 / ☐3	$
		Year ☐1 / ☐2 / ☐3	$
Total proposed expenditure			**$**

Outline how your organisation manages purchasing, ensuring records are maintained and will present the annual report to Council.

Community Activities

Outline the activities you propose to conduct in the community garden, such as community events, training for garden users and education sessions.

Activity	Purpose and audience	Proposed frequency/timing

Sustainability

Outline how your organisation will maintain or implement environmentally friendly practices, including composting, rainwater collection, recycling, water efficiency and reuse.

Referees

Details	Referee 1	Referee 2
Name		
Organisation		
Position		
Connection to your organisation		
Email		
Phone		

Declaration

I have read and understood the agreements associated with this Expression of Interest:

☐ Yes ☐ No

Please accept this Expression of Interest on behalf of:

(COMMUNITY ORGANISATION NAME)	
Name	
Signature	
Date	

Site Tour

Date	To be confirmed
Time	To be confirmed
Registration	Email: palmerston@palmerston.nt.gov.au

Submission

Email the completed form and any attachments to: palmerston@palmerston.nt.gov.au For the attention of: Community Services For any further information please call: 08 8935 9975