



TOWN OF
VICTORIA PARK



Street Meet 'n' Greet 2023/24

The Town of Victoria Park is pleased to support residents and groups who want to build neighbourhood connections, develop a strong sense of community, and increase their feelings of well-being and safety. The Street Meet 'n' Greet program aims to assist and empower neighbourhoods to do this, by providing rebates for street get-togethers and street celebrations.

Street Get-togethers

- A gathering of up to twelve (12), but no less than six (6) households
- Up to \$200 available

Street Celebrations

- A gathering of more than twelve (12) households
- Up to \$400 available



APPLICATION INSTRUCTIONS

STEP 1 – Read the Terms and Conditions

Read the full Terms and Conditions below and check that you are eligible to apply. Advice can be found on the Town's website.

STEP 2 – Planning your event with the Town

Contact the Town to register your interest for the Street Meet 'n' Greet program. A Town Officer will check your eligibility and discuss your plans for the event.

The event should not take place prior to approval from the Town.

Events can be held in front yards/driveways, verges, or Town parks. As a part of the Street Meet n Greet program, the Town will cover the cost of park hire, in addition to the rebate amount, if the applicant wishes to hold the event in one of the Town's parks. This must be discussed with a Town Officer before holding your event.

The event can be as simple as a BBQ or a game of front yard sport. Check out our '25 things to do with your neighbours' resource for fun ideas for your event.

Applicants can also hire the Town's blender bike and activity bundles for their event.

The applicant is responsible for engaging, procuring, and fully paying for goods and services for the event. The Town is not liable, nor will it provide any payment to those engaged by the applicant.

Funds can be spent on goods and service that enable a Street Meet n Greet to be delivered at a location (e.g. barbeque gas bottle refill, balloons, party games, disposable plates, cups and cutlery, food and drink, live music).

Funds must not be spent on goods and services to prepare a location or household for an event (e.g. lawn mowing services, purchasing a new barbeque, purchasing tables and chairs).

STEP 3 – Apply

Once the Town confirms your eligibility, you will be asked to complete an application form. The application form will ask you to specify your event preference (e.g. street get-together or street celebration), and provide a map of the invited households.

If the Town requires more information, the Officer will contact the applicant. The Officer will advise successful applicants of the outcome by phone or email.

STEP 4 – Prepare for your event

Firstly, invite your neighbours to your event. The Town can provide invite templates for you to use for your event, as a PDF or hardcopy invites. Ensure that you include the time and location of the event. Invitations should be send out at least two to four weeks before your event.

Procure the goods and plan the activities for the day. Remember to save your receipts as proof of payment.

STEP 5 – Hold your event

Please remember to take photos of your event that the Town may be able to use for promotion of the program, in order to claim your rebate.

If you plan on posting any photos of your event on social media, be sure to ask for permission from the people in your photos before posting. You can tag the Town in your posts using the hashtag #LoveVicPark

Meet your neighbours and keep track of the households that attended. You can use our Neighbourhood contact sheet template to help you.

Most importantly, have fun!

STEP 6 – After event form

The after event form must be completed within ten (10) business days of the date of the Street Meet n Greet event. The form will require applicants to submit their receipts and at least (2) high-quality photos of the event.

STEP 7 – Review by the Town

A Town Officer will review your application in full to ensure that the Town has all necessary information and that all of the Terms and Conditions have been met.

The Officer will advise the outcome of the application in writing. In the event the Town requires more information, the Officer will contact the applicant.

STEP 8 – Receive your rebate

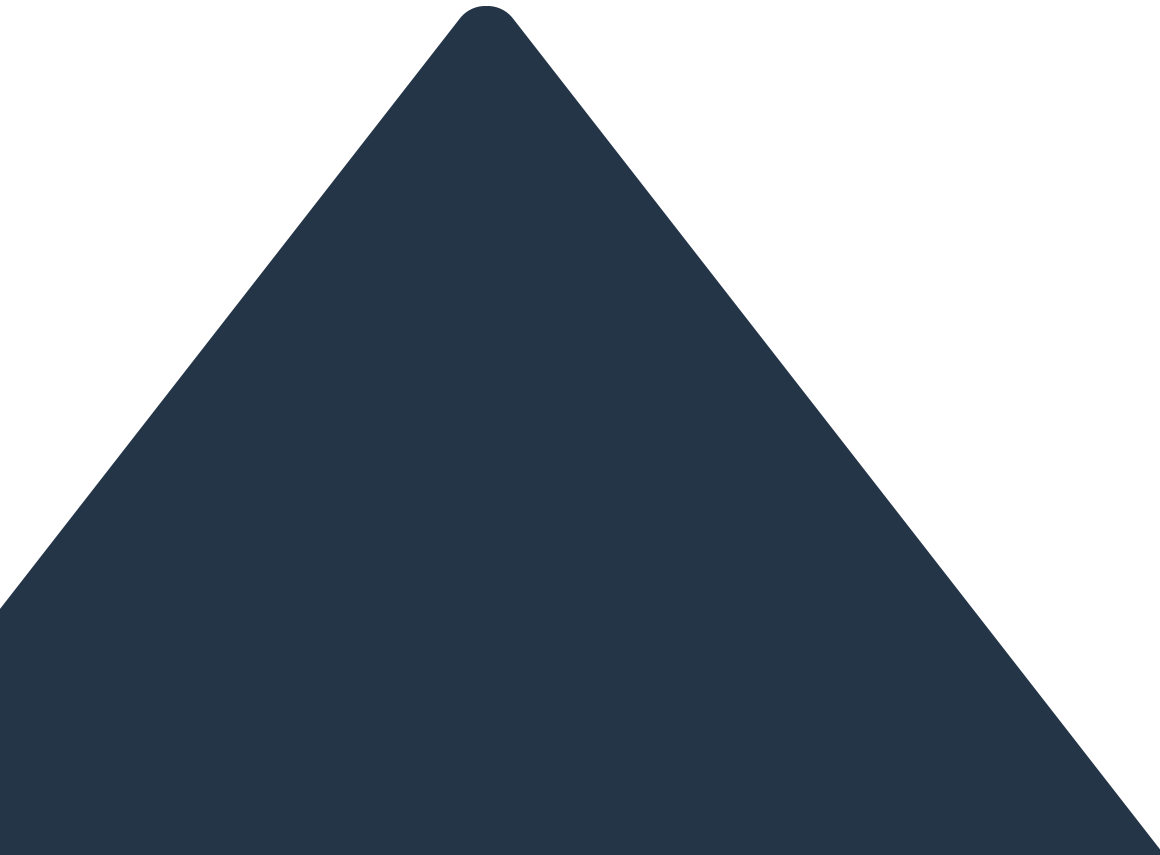
Your rebate will be transferred electronically to the account nominated on the application form. Please inform the Town by email when you have received your rebate.

STEP 9 – Follow up survey

Halfway through the next financial year, you will receive a survey asking some questions about your feelings of safety in the Town, how the Street Meet n Greet event has impacted you and your neighbours, and your overall feedback on the program.



TERMS AND CONDITIONS

- Applicants must complete all Street Meet n Greet forms.
 - Funds must not be spent on alcohol, medicines, other drugs, or fundraising.
 - Funds must be used for the organisation and delivery of a street get-together or street celebration only.
 - Funds can be spent on good and services that enable a street get-together or street celebration to be delivered at a location (e.g. barbeque gas bottle refill, balloons, party games, disposable plates, cups and cutlery, food and drink, live music)
 - The full amount for the mini grant will be paid to the applicant after the Town receives receipts of purchases, a feedback form, and is satisfied the applicant has met the agreed terms and conditions.
 - The Town provides no guarantee that a Street Meet n Greet grant can be provided to all applicants if the allocated budget is fully expended prior to the end of the financial year.
 - Applicants must not be elected members, staff of the town, or their immediate family members.
 - Applicants must not have a current outstanding debt with the Town.
 - Funds must not be spent on goods and services to prepare a location or household for an event (e.g., lawn mowing services, purchasing a new barbeque, purchasing table and chairs).
 - In the event that multiple individuals apply for a Street Meet n Greet for the same street or location, they will be asked to collaborate on a combined event.
 - Receipts of purchases and the after event form must be returned to the Town within ten (10) business days of the date of the Street Meet n Greet event.
 - The Town reserves the right to cancel funding and grant arrangements at any time if the above conditions have not been met. The Town is not liable for any cost incurred by the grant recipient.
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APPLICATION FOR 2023/24

APPLICANT DETAILS	
Name:	
Name of Business or Community Group (if applicable):	
Address:	Suburb:
Phone:	Email:
Have you contacted the Town to discuss the event? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If not, contact the Town immediately on 9311 8111 or email admin@vicpark.wa.gov.au	

PAYMENT DETAILS	
Account Name:	BSB:
Account number:	

EVENT DETAILS	
Are you interested in holding either a: <input type="checkbox"/> Street Get-Together <input type="checkbox"/> Street Celebration	
How many residences are you inviting:	Planned date of event:
Planned time of the event (start to end):	
Address(es) of event (e.g., from # street to street):	
Please attach a map of the area you are inviting.	

I have read and agree to all the terms and conditions of the Street Meet n Greet: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Name:	Signature:	Date:

