

**LITCHFIELD  
COUNCIL**



**Litchfield Women's Business Network  
Special Committee Meeting  
AGENDA  
MONDAY 22/11/2021**

Meeting to be held commencing 5:30pm  
In Council Chambers at 7 Bees Creek Road, Freds Pass



# COMMITTEE AGENDA

---

## LITCHFIELD WOMEN IN BUSINESS NETWORK

**Notice of a Special Committee meeting  
to be held in the Council Chambers, Litchfield  
on Monday, 22 November 2021 at 5:30pm**

Emma Sharp  
Chair / Councillor

***Meeting objective:***

*Assisting with the planning and staging of events and contribute ideas to achieving the goals and purpose of the Litchfield Women in Business Network*

*The purpose of the Litchfield Women in Business Network is to provide opportunities to collectively share ideas, resources and contacts to support women in business.*

*The Women in Business Network will assist women make connections, promote their business and gain new skills through sharing of experiences and learnings.*

---

### Order of Business

1. Introduction
2. Apologies
3. Items for Decision / Discussion
  - 3.1 International Women's Day Grant Submission  
[International Women's Day grants - NT.GOV.AU](https://www.nt.gov.au/women/grants/)
4. Close

## Introduction

The Office of Gender Equity and Diversity International Women's Day Grants Program provides funding for events and/or activities to celebrate International Women's Day (8 March) each year.

Applications from rural and remote areas are encouraged.

Grants of up to \$3000 are available for individuals and organisations for events/activities that address at least two of the below selection criteria:

- o Celebrate International Women's Day;
- o Celebrate women's diversity and social, political and economic achievements;
- o Educate the community about International Women's Day;
- o Encourage reflection and discussion about issues regarding gender inequality; or
- o Encourage community participation in International Women's Day.

## Project Details


Requested Funding Amount \*

Reference Number


You may enter your own reference number for this application.

Please enter a title for the project, service or activity for which you are applying: \*

What is the planned commencement date for the project, service or activity? \*

What is the planned completion date for the project, service or activity? \*

What locations will your project or service be delivered? \*

Location

What locations will your project or service benefit? \*

Location

Provide an outline of your proposed project, service or activity. The project outline must address at least two of the below selection criteria? \*\*please take into consideration the COVID-19 restrictions when planning your event\*\* \*

/2000

Selection Criteria: Celebrate International Women's Day; Celebrate women's diversity and social, political and economic achievements; Educate the community about International Women's Day; Encourage reflection and discussion about issues regarding gender inequality; or Encourage community participation in International Women's Day.

**Attach a detailed project plan that outlines how you will manage your project, service or activity and how the grant funding will be used ? \***

- Organisation Profile Document
- Upload a File
- Comment in Lieu of a File
- External System

**Do you intend to apply with another funding source for this project, service or activity? \***

- Yes     No

If yes, please provide details.


**What kind of commitment/in kind support will your organisation give to this project, service or activity? (details to be included in budget expenditure) \***

e.g. financial provision, administration, volunteers, catering, transport, promotion or venue/use of facilities

/2000

**Upload your detailed budget expenditure? (GST Exclusive) \***

- Organisation Profile Document
- Upload a File
- Comment in Lieu of a File
- External System

 Add File

## Promotion Details (provide expenditure on budget)

**Promotion Details (Recipients are required to promote the project, service or activity using the NT Government Logo that will be provided)**

Select from the list below how your organisation will acknowledge the grant assistance provided by the Northern Territory Government? \*

- Banners
- Flyers/Handouts
- Media Advertising
- Other (specify below)
- Posters
- Programs
- Social Media
- Tickets
- Website

Note: All promotional material must include the phrase "Proudly Sponsored by the Northern Territory Government" using the logo provided.

If "Other" was chosen for the question above, please specify \*

Answer N/A if not applicable

## Evaluation Details

### Evaluation of your project:

How will your organisation measure the success of the project, service or activity? (please specify/provide evaluations/survey responses in acquittal). \*

- Evaluation Forms
- Interviews
- Other (provide details below)
- Questionnaires/Surveys
- Statistics

Note: As part of the acquittal process, all grant recipients are required to provide a written report detailing the results of the funded project).

If "Other" was chosen for the question above, please specify \*

Answer N/A if not applicable

/2000