



NSW Bike Week Funding Application

Name of Organisation _____

Contact Person _____

Phone _____ Fax _____

Email _____

Details of the proposed event

Name of event	_____
Date	_____
Time	_____
Venue/s	_____
Overview of the proposed event	
Aims and objectives of the event	
State how you expect the event to further/achieve these aims and objectives	
Target audience profile	
Number of expected participants	



<p>Amount of funding requested</p> <p><i>RTA funds are only to be used for promotional items such as press ads, brochures, banners. It is not for infrastructure such as equipment or venue hire.</i></p>	
<p>Has this event received NSW Bike Week funding in previous years? What year and to what value?</p>	

Event Strategies

<p>What promotional strategies and activities will be used?</p>	
<p>What other strategies are going to be employed to encourage wide community participation?</p>	
<p>Details of how RTA funding will be used</p>	
<p>Other sponsors being approached [state name and the amount or kind of sponsorship sought)</p>	



EVENT EVALUATION

How do you propose to evaluate this event? List the key performance indicators that will determine the success of this event.	
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PROPOSED EVENT BUDGET

Item	Value	RTA contribution	Other stakeholder
Total			

Information for RTA NSW Bike Week website

In the case that your funding application is successful, please provide contacts for event information to be uploaded onto the RTA NSW Bike Week website.

Short Event Description	
Location	
Contact person	
Email	

NOTE: It is a condition of funding that evaluation reports are returned to your RTA Regional NSW Bike Week Coordinator before the closing date. Sponsorship will not be paid until evaluation reports have been received by the RTA.