



**Community Support Grant Program - application form**

**Community/Lifestyle/Economy**

**SECTION ONE – Applicant Details**

Name of Organisation :

**Authorised Person's Details**

Title		First name		Surname	
Position					
Postal Address					
Town/Suburb				Post Code	
Phone		Fax		Email	
Is your organisation registered for GST? Yes/No?					
If yes, what is your ABN?					
Does your organisation use a facility controlled by a Committee of Management?					
If yes, do you have their approval for this project? Council <input type="checkbox"/> Other, please specify <input type="checkbox"/> <b>(Please provide written approval)</b>					
Does your organisation have Public Liability Insurance? <b>(Please provide copy of certificate)</b>					

**SECTION TWO – The Project**

Project Name:		
What are you going to do (Describe the project in one or two sentences):		





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Anticipated Project start date:	
Anticipated completion date:	
Who will manage the project:	

**SECTION THREE – Project Details That Address The Assessment Criteria**

What community groups will benefit (which demographic groups?)	
Expected number of people this will benefit?	
How often is the expected use of the facility or service?	

*Please provide information demonstrating how your project addresses the following assessment criteria*

Describe why this is needed?	





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Demonstrate to what extent this project links to council plans (eg. Township Community Action Plan, Council Plan, Open Space and Recreation Strategy, Health and Wellbeing Plan, Access and Inclusion Plan)

**SECTION THREE – Project Details That Address The Assessment Criteria (Continued)**

What are the expected outcomes?	
How will it benefit future and current generations?	
Will additional revenue be gained by the project? Yes/No	
If yes, please provide details.	





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**SECTION FOUR - Budget**

EXPENDITURE	Amount \$	Confirmed Y/N
Professional Planning/advice & permits		
Project Coordination		
Equipment, Materials and Infrastructure <b>(Please provide quotes)</b>		
Site/Venue Hire		
Other expenses (Please specify)		
<b>TOTAL</b>		

INCOME	Amount \$	Confirmed Y/N
Cash from your organisation		
In kind from your organisation		
Other Income ( Please specify)		
Request from this program		
<b>TOTAL</b>		

**SECTION FIVE - Declaration**

I state that the information in this proposal is to the best of my knowledge true and correct. I understand that this is a proposal only and may not necessarily result in funding approval.  
(must be completed by a person with delegated authority to submit a proposal)

Full Name:			
Position:			
Signature:		Date	





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### SECTION SIX - Attachments

Please include the following documents in your application:

- Current list of committee members
- Letters of Support
- Bank Statement

### SECTION SEVEN - Checklist

- Have you given the project a name?
- Have you attached copies of quotes?
- Have you completed the budget section and do the figures match?
- Have you attached list of committee members?
- Have you attached a bank statement?
- Have you attached written approval from Committee of Management or relevant organisation if required?
- Have you attached a copy of your public liability insurance certificate?
- Have you attached a letters of support?

