



CENTRAL HIGHLANDS COUNCIL COMMUNITY GRANTS PROGRAM APPLICATION FORM

Please ensure you have read and understand the Program Guidelines prior to completing this form. Please enclose your group/club's current financial statement.

1. APPLICATION & ORGANISATION DETAILS

Name of Project:

Amount of Grant Requested:

Estimated Total Project Cost:

Applicant Organisation:

Contact Person's Name:

**Contact Details
Address:**

Phone: (Business hours)

Mobile:

Fax:

Email:

Signature

**Name
Position in Organisation
Date**

What is the overall aim/purpose of the applying organisation?

What is the membership of the organisation?

President
Secretary
Treasurer
Public Officer/s

2. ELIGIBILITY *(see Community Grant Program Guidelines)*

Is the organisation:

- Representative of the interests of the Central Highlands Community**
- Incorporated**
- Not for Profit**
- Unincorporated**
- A Hall Committee**

OR

- An individual community member**

Have you previously received funding from the Central Highlands Council? *(Please attached additional pages if required)*

If yes;

Name of Project:

Date Grant received:

Amount of Grant:

3. PROJECT DETAILS

Project Start Date:

Project Completion Date:

Project Objectives:

4. COMMUNITY SUPPORT

What level of community support is there for this project?

Does the project involve the community in the delivery of the project?

How will the project benefit the community or provide a community resource?

5. COUNCIL SUPPORT

**Are you requesting other Council support? E.g. parks, halls, telephones, fax, photocopying, computers, office accommodation, cleaning facilities, street closure.
If yes, please give details.**

**Are you requesting participation by Councillors or Council Staff?
If yes, please give details.**

If your application is successful, how do you plan to acknowledge Council's contribution?

6. FUTURE APPLICATIONS AND THE SUCCESS THIS PROJECT

Do you anticipate the organisation will apply for funding in future years?

How will you monitor/evaluate the success of this project?

7. PROJECT BUDGET

Note: Amount from Council must not exceed half the project cost

Please provide a breakdown of the project expenditure and income:			
Expenditure	Amount \$	Income	Amount \$
Capital		Guarantee	
Refurbishment		Government Grants	
Equipment		Trust/Foundations	
Premises		Donations from Business	
Vehicles		Special Funding	
Other:		Gifts in Kind	
Other:		Other:	
Subtotal		Other	
		Subtotal	
Revenue		Anticipated	
Salaries (including super)		Government Grants	
Short-term contract fees		Central Highlands Grant	
Running costs		Trust/Foundations	
Production of information PR materials		Donations from Businesses	
Training staff/volunteers		Special Fundraising	
Travel		Gifts in kind (details)	
Rent		Cash Reserves	
Reference materials		Other:	
Other:			
Subtotal		Subtotal	
TOTAL		TOTAL	