

# Community Grant Program

Application form 2021-2022



## Section one

Applicant name: \_\_\_\_\_

Organisation name: \_\_\_\_\_

Manager/Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Post code: \_\_\_\_\_

Contact no.: \_\_\_\_\_

Email: \_\_\_\_\_

Category applied for (please tick appropriate box)

Social disadvantage

Cultural activities

Community development

Cultural acquisition

Community events

Group/Organisation status (please tick appropriate box)

Is your group/organisation

• Incorporated  Yes  No

• Corangamite based  Yes  No

• ABN Registered  Yes  No

If yes, provide your ABN: \_\_\_\_\_

If no, complete the **Statement by a Supplier Form** and attach to this application form

• Registered for GST  Yes  No

If yes, do you provide consent for Corangamite Shire Council to generate a recipient created tax invoice for the purpose of Community Grants funding payment?  Yes  No

If no, complete the Invoice Template with the amount of funding you are applying for and attach to this application

## Bank Details

Bank: \_\_\_\_\_

BSB: \_\_\_\_\_ Account No.: \_\_\_\_\_

Civic Centre, 181 Manifold Street, Camperdown VIC 3260

Tel 03 5593 7100 Email [shire@corangamite.vic.gov.au](mailto:shire@corangamite.vic.gov.au)

[corangamite.vic.gov.au](http://corangamite.vic.gov.au) social media icons for Instagram, Facebook, Twitter, and YouTube.

**Section two**

**Project Details**

1. **Project name:** \_\_\_\_\_

2. **Preference:** If this project is one of multiple applications (a maximum of two is permitted per organisation) please indicate the preference: ..... of ..... applications

3. **Project Description (30%)**

a. What is the project?

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b. Describe the need for the project:

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4. **Who will benefit from the project (20%)**

a. How is community support demonstrated?

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b. What are the wider community benefits?

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## Section three

### Project Financials

#### 1. Costs

Please give a breakdown of project costs and attach quotes to justify costs.

Item	Cost (incl. GST)
In-kind support	
<b>TOTAL PROJECT COST (incl. GST)</b>	<b>\$</b>

#### 2. Project Income

<b>Financial contribution</b>		<b>Total \$</b>
Committee contribution <sup>1</sup>		
Proposed fundraising		
<b>In-kind support</b>	<b>No. hours</b>	
Voluntary labour	@ \$20 / hour	
Professional labour <sup>2</sup>	@ \$ ____ / hour	
Equipment hire <sup>2</sup>	@ \$ ____ / hour	
<b>Council grant requested</b> (maximum of 50% of total project cost, up to \$1000)		
<b>TOTAL PROJECT INCOME</b> (this should match the total project cost)		

<sup>1</sup> Please attach copy of most recent bank statement to demonstrate capacity to contribute

<sup>2</sup> Please provide details about in-kind voluntary labour, donated professional labour, donated plant and/or equipment

**Signature**

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Section four

### Application checklist

- Has each question in the application form been addressed?
- Have you attached (essential):
  - Quotes
  - Bank Statement
  - Statement by Supplier Form (for those organisations who do not have an ABN)
  - Invoice with amount of funding request (for those who hold an ABN but are NOT registered for GST)
- EFT details included? Council no longer issues cheques, you must supply your bank details.
- Have you completed all previous reporting requirements for grants received from Council?
- Have you signed the application?
- Have you kept a copy of this application for your own records?

(Council will pay any successful grant allocations to your organisation on approval of the grant and you are responsible for managing the project)

### Grant timelines

Community Funding Scheme advertised - 6 April 2021
Information and assistance provided to potential applicants (ring Council's Sport and Recreation Coordinator on 5593 7100 to make an appointment)
Applications close - 24 May 2021
Report and Recommendation to July Council Meeting
Successful applicants advised - August 2021
Funds forwarded to successful applicants - August/September 2021
Projects to be completed by - 31 May 2022
Final reports due - 31 May 2022