

# Community Grants Program 2023-2024

## Form Preview

### Your Details

\* indicates a required field

You are required to provide information about your organisation and your project. The contact information provided within this section will form part of your funding agreement and all future correspondence for this funding round if you are successful.

### Applicant

#### **Applicant Organisation Name \***

Organisation Name

#### **Applicant Organisation Postal Address \***

Address

  

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

#### **What is your organisations legal structure?**

- ☐ Unincorporated
- ☐ Incorporated
- ☐ Cooperative
- ☐ Company limited by guarantee
- ☐ Trust
- ☐ Sole trader

### Application Contact

#### **Application Contact \***

Title First Name Last Name

#### **Application Contact Position \***

#### **Application Contact Mobile Phone Number \***

Must be an Australian phone number.

#### **Application Contact Primary Email \***

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Must be an email address.

### AUTHORISED SIGNED

#### Is the application contact an Authorised Signee

- ☐ Yes  
☐ No

An Authorised Signee is someone who is authorised to sign funding documents on behalf of the organisation.

### Authorised Signee 1

#### Authorised Signee Full Name \*

Title First Name Last Name

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#### Position \*

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Authorised signee must be either a President, CEO, Director, Secretary, Treasurer or a Senior Role within the applicant organisation.

#### Mobile Phone Number \*

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Must be an Australian phone number.

#### Primary Email \*

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Must be an email address.

### Authorised Signee 2

Contact details are required for two authorised signees from the applicant organisation.

#### Authorised Signee 2 \*

Title First Name Last Name

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#### Authorised Signee 2 Position \*

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#### Authorised Signee 2 Mobile Phone Number \*

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Must be an Australian phone number.

#### Authorised Signee 2 Primary Email \*

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Must be an email address.

**Remember!** Save your application before moving to the next page.

### Auspice Details

\* indicates a required field

**Groups that are not incorporated are still eligible to apply for funding but must do so by identifying an incorporated association to auspice their project.**

**Is your project being  
auspiced? \***

Auspice Organisation

**Auspice Organisation \***

Organisation Name

**Auspice Postal Address**

Address

  

Auspice Authorised Signee

**Auspice Authorised Signee \***

Title      First Name      Last Name

  

**Auspice Authorised Signee Position \***

**Auspice Authorised Signee Primary Phone Number \***

Must be an Australian phone number.

**Auspice Authorised Signee Primary Email \***

Must be an email address.

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**Remember!** Save your application before moving to the next page.

### Incorporation and Insurance

\* indicates a required field

#### Incorporation, ABN and Insurance

##### Incorporation Number

This question is required - for all applicants (with exemption of Sole Traders)

##### ABN

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

##### Attach Public Liability Insurance Certificate (minimum \$10million)

Attach a file:

#### Incorporation, ABN and Insurance (Ausspicing Organisation)

**Being Auspiced?** If you have nominated an auspice organisation, enter their details in this section.

##### Incorporation Number \*

##### ABN \*

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The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

### **Attach Public Liability Insurance Certificate (minimum \$10million) \***

Attach a file:

**Remember!** Save your application before moving to the next page.

## Community Grant Program

\* indicates a required field

### **The Community Grant Program aims to:**

- Facilitate and support initiatives that strengthen the community through opportunities for participation, development, arts, inclusion, the environment and sustainability.
- Support a range of interest areas, including health and wellbeing, community support, community spirit, arts, history and culture, the environment, and access and equity.
- Assist council to deliver identified objectives, priorities and strategies and align with the Council Plan.

### **Assessment**

**Applications must address the following mandatory criteria. If the application does not address the mandatory criteria, it will not be eligible for assessment:**

- Provide details of all monetary and in-kind contributions (this must be in line with the requirements of the funding level, i.e. Large Grants 1:2).
- Provide a plan for consultation/engagement.
- Identify where the project aligns with the **Council Plan 2021- 2025 Themes**
  - **Environment:** :We will sustain our natural environment and resources for current and future generations

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- **Community:** We will be a healthy, respectful and connected community
- **Place:** We will be a place to live, belong and visit with infrastructure and development that enhances our lifestyle
- **Economy:** We will have a thriving economy that harnesses our strengths and capitalises on opportunity
- **Leadership:** We will have responsible, collaborative leadership that puts community wellbeing at the heart of decision-making

### Grant Funding Levels

The Community Grant Program has different funding levels to facilitate the various eligible projects and programs.

#### Which grant funding level are you applying for \*

- ☐ Large \$6,001 to \$10,000
- ☐ Small up to \$6,000

Please remember the large grants have a 1:2 funding ratio

### Community Vision and Mildura Rural City Council - Council Plan

Please identify where your project aligns with the Community Vision 2040 and Council Plan 2021-2025

Link: [Mildura Rural City Council Council Plan 2021-2025](#)

#### Which theme does your project align to? \*

- ☐ Environment
- ☐ Community
- ☐ Place
- ☐ Economy
- ☐ Leadership

You can choose more than one theme This question forms part of the mandatory criteria

### Project Summary

#### Project Title \*

#### 1. Please tick which Program Prioritie(s) your project addressees. One or more program priorities can be selected.

- ☐ Promote health and wellbeing
- ☐ Support people from different cultures to participate fully in community life.
- ☐ Support children and young people to reach their full potential.
- ☐ Support older people and people with a disability to have access to quality services.
- ☐ Increase community education and awareness of environmental issues including climate change.
- ☐ Support revegetation projects or manage pest plants and animals.
- ☐ Reduce energy and water use or use renewable energy or recycled water.
- ☐ Reduce waste production or increase recycling.
- ☐ Increase access to a diverse range of arts and cultural experiences.

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- ☐ Values and embraces our diverse cultural heritage and recognises the significance of our region's Indigenous culture.
- ☐ Support the establishment of new arts groups, education, workshops or mentoring opportunities.
- ☐ Encourage community festivities/spirit including community decorations.
- ☐ Support community relief and recovery projects.
- ☐ Increase volunteer participation.
- ☐ Help People feel safe in our community
- ☐ Promote Gender Equality
- ☐ Work to prevent family violence

Questions 1 & 2 combined are weighted at 30% of the overall assessment process

**2. Clearly describe your project and how it will address the Program Prioritie(s) selected above. Applications that address more than one priority area are encouraged. \***

Questions 1 & 2 are weighted at 30% of the overall assessment process

**3. Provide clear evidence for the need for your project within the community? For example, limited access to workshops programs or activities. Programs mitigating climate change or reducing emissions. Programs or activities that improve accessibility to a community facility. \***

This question is weighted at 20% of the overall assessment process

**4. Clearly state what outcome/s your project will achieve \***

Questions 4 & 5 combined are weighted at 15% of the overall assessment process

**5. Outline the measures that will be used to show if your project has been successful in achieving the stated outcome/s \***

Questions 4 & 5 combined are weighted at 15% of the overall assessment process

**6. Provide evidence of the consultation/engagement undertaken. This could include: Consultation/engagement about the project, a meeting agenda or minutes, advertising, social media posts, radio, or print media \***

This question forms part of the mandatory criteria

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### Inclusiveness and accessibility

Being 'inclusive' and 'accessible' means welcoming everyone - regardless of age, gender, race and ability and that all people involved have an equal opportunity to participate at a level they choose.

#### 7. How does your project demonstrate consideration for inclusiveness and accessibility? \*

Questions 7 is weighted at 10% of the overall assessment process

### Social and environmental sustainability

Includes supporting local businesses, employment of indigenous people or people with disabilities, promotion of environmentally friendly practices, purchase/use of products that consume minimal energy, water or other resources.

#### 8. How does your project demonstrate consideration for social and environmental sustainability? \*

Questions 8 is weighted at 10% of the overall assessment process

### 9. Project Timeline

In the table below, please provide a timeline for the delivery of your project including:

- The action/activity planned.
- The skills/resources required for each action.
- Estimated start and completion date of each action.
- Consideration of risk of each activity

Please remember to also include any community engagement activities you have planned in relation to your project.

This question is weighted at 15%

Action / Activity	Skills / Resources required	Risk management	Start Date	Completion Date
			Must be a date	Must be a date

**Remember!** Save your application before moving to the next page.



# Community Grants Program 2023-2024

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### Budget

\* indicates a required field

#### Instructions

Your budget is an important part of your grant application and forms part of the mandatory criteria to be assessed.

The Community Grant Program has two funding levels to facilitate the various eligible projects and programs.

Large Grants - \$6,001- \$10,000 (Funding ratio 1:2)

Small Grants - Up to \$6,000 (No contribution)

**To assist you to complete your budget** correctly we have developed a [Budget Instructions](#) (click on Budget Instructions for more information) for you, including:

- What are project or event expenditure and income?
- How to complete your budget
- Budget example

#### Project Costs (Expenditure)

- List **all costs** associated with your project.

Item	\$
	\$
	\$
	\$
	\$
	\$

**What specific project items would be paid for using the grant funds? (List below)**


#### Quotes

##### Remember!

- Two quotes are provided for any single expenditure items of \$1,000.
- Quotes must be less than 3 months old.

Item	Quote

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### Project Income

Please ensure your Expenditure and Income TOTALS **are the same**.

**Please ensure your Expenditure and Income Totals are the same**

\$

Mildura Rural City Council Grant	\$
Organisation Cash Contribution (if applying for the large grant 2:1 funding ratio)	\$
In-Kind Contribution	\$
	Must be a dollar amount.

### Budget

**Income**

\$

	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$

### Grant Amount Requested

**Total Amount Requested \***

\$

(What is the total financial support you are requesting in this application?)

**Remember!** Save your application before moving to the next page.

### Applicant Declaration

\* indicates a required field

### Further Information

Additional information and / or documentation in support of your project (eg. site plans / drawings, photos, letters of support etc) can be uploaded below.

Attach a file:

### Our Privacy Statement

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Mildura Rural City Council collects Personal and/or Health Information for municipal purposes as specified in the *Local Government Act 1989*. The information collected in this form is used only for the purposes specified (primary purpose) and is not passed on to third parties. Council may disclose this information but only if authorised or required by law. Council may not be able to process your request unless sufficient information is given. Should you need to change or access your personal details, or you require further information regarding Council's Privacy Policy please contact Council's Privacy Officer.

### Acceptance of Privacy Statement \*

☐ Yes

### Applicant Declaration

I, the undersigned, certify that I have been authorised by my Organisation and Auspice Organisation (if applicable) to submit this application.

I have read, understood and agree to the terms and conditions of this grant.

I have completed all sections of the applicaiton and to the best of my knowledge all the information I have given is true and correct.

I agree that Mildura Rural City Council, for the purpose of assessing this applicaiton, may check any of my statements.

I understand that this is an application and may not necessarily result in funding approval.

### Acceptance of Declaration \*

☐ Yes

### Full Name \*

### Position \*

### Date \*

Must be a date

### I would like to receive information about future grant rounds \*

☐ Yes

☐ No