

**Funded Amount:**

## General

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**Primary Contact for  
Application:**

**Submission ID:**

**Grant Round:**

**Program Name:**

**Paid Amount:**

**Internal Documents**

Visible to Grant Managers and Board Members only

## Organisation Details

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**Organisation Name**

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**ABN**

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**ACNC Status**

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**Link to ACNC registration**

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**DGR 1 Status**

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**TCC Status**

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**GST Status**

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**Financial Status**

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I confirm the organisation is not under administration and is able to meet its' financial commitments.

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**Are you the head of the organisation**

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--Select--

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About the Organisation

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**History Vision Mission**

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**Major Programs**

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**Revenue Breakdown**

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**Other - Detail**

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**Web address**

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**Facebook Page**

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**LinkedIn Page**

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**Full time staff**

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**Part time staff**

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**Volunteer**

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**Volunteer Details**

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**Contact Details**

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**Name**

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**Contact Position**

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**Telephone**

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**Email**

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**Project Details**

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**Auspice**

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Will your organisation be using the services of an auspisor for the purposes of this grant?

**Project Title**

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## Alignment

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- Health
- Liveability
- Education
- Other

## Project category

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## Partner

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Is the project being delivered in partnership with another organisation?

## Brief Description

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Please provide a brief description of the project you will use the grant for.

## Community Need

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What community need will be addressed by this project?

## Need identification

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How was the need identified?

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### **Organisation Justification**

Why is your organisation best placed to deliver this project?

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### **Peers**

Are there other organisations providing similar services to the community?

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### **Direct Beneficiaries**

How many people are likely to be impacted directly by this project?

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### **Project Location**

Where is the project physically located?

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### **City/Town**

**Post code:**

**Local Government Area:**

**Anticipated commencement date**

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**Anticipated completion date**

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**Additional information on Project Timeframe**

Please provide any additional information on your Project Timeframe that may be relevant.

### Total Project Cost

This is the total cost of the project, inclusive of funding requested.

### Total Amount Requested

## Financials

### Budget

**Source of funding:** This is where all the money for your project will come from  
 - Please provide details of all sources of funding for the project (including this application) and indicate if they are confirmed or not.

**Expenses:** This is what costs/expenses you anticipate for your project  
 - Please lists all costs for your project.

**Note:** Please ensure Total Funding is equal to Total Expenditure.

	Details	Confirmed Yes/No	Amount
<b>Source of Funding</b>			
		--select one--	
		--select one--	
		TOTAL FUNDING	
<b>Expenses</b>	Equipment on page 5 and 6 of original application		

TOTAL EXPENDITURE

### Upload evidence to support expenses

Please upload any quotes or other documents to support the expenses outlined above

### Outcomes

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**What are the expected outcomes of your project? Please provide a minimum of one (and maximum of three) expected outcomes. Expected outcomes should be specific, measurable, attainable, realistic and time-based.**

First Outcome

Second Outcome

Third Outcome

### Risks

Do you foresee any risks that might affect the successful completion of your project? How will these be managed?

## Supporting Documents

Please attach any documents that support your application (eg. quotes, project plan, organisation brochure)

## Community Insights

The following questions will be used by QCoal Foundation to design future funding programs. They will not impact the assessment of your application. Thank you for sharing your thoughts with us.

## Community Challenges

Outside of your Project area, what are the **top three areas** that present challenges in your community?

## Community Response

Please provide more information or a description of the challenges and any solutions currently being trialed, or organisations doing a great job to address these challenges in your community that you are aware of.

## Sign off

All applicants must read and comply with the Community Grant Program Applicant Guidelines available at [www.qcoalfoundation.org](http://www.qcoalfoundation.org).

## Applicant Obligations

By submitting your application you agree that should you be successful in receiving a QCoal Foundation Community Grant you:

- will be required to complete an Outcomes Form on completion of the funded project outlining the results of the project, confirming its completion and detailing how funds from QCoal Foundation were utilised.
- will forward copies of receipts supporting the disbursements detailed in the Outcomes Form.
- will provide at least 1 photograph of the completed project.
- will be available for interviews and/or provide information related to the project for media release.
- agree that any photographs or information provided to QCoal Foundation at any time, including as part of the grant application or Outcomes Form, may be used in all forms of media to publicise the Community Grant Program and/or the QCoal Foundation.





- will acknowledge QCoal Foundation’s support of the project through the Community Grant Program in any related print or promotional material by using the QCoal Foundation logo and the line Proudly supported by the QCoal Foundation Community Grant Program.
- the logo will be supplied by the Grant Program Administrator if your application is successful.

We have read, understood and agree to comply with the above Applicant Obligations and Community Grant Program Applicant Guidelines.

### Privacy Statement

QCoal Foundation respects all personal and confidential information received and will do everything reasonably possible to protect information from unauthorized access, loss or misuse. Information collected from you is required for delivery of QCoal Foundation programs and services in accordance with the powers, function and purpose of the Trustees and Directors. It may also be used by the Trustees and/or Directors and their representatives to conduct research and satisfaction surveys so that we may better understand community needs and improve program delivery. Should you need to change or access your personal details, please contact [contact@qcoalfoundation.org](mailto:contact@qcoalfoundation.org).

I have read and understood and agree to the Privacy Statement.

### Declaration

- I certify that all information supplied in this application and any supporting documents is true and accurate to the best of my knowledge.
- I certify that I am authorised to complete this application and that it has been submitted with the full knowledge and support of the management of the organisation.
- I agree to provide QCoal Foundation with any additional information required to support our application and to contact QCoal Foundation immediately if any information in this application changes or is incorrect.

### Award Letter

**Award Letter?:**

**Upload Letter:**

Please use the open button to generate the contract and upload the word document here. Upon uploading the word document, it will be converted to PDF and will be stored in the field below. The attachment on the field where the PDF will be stored is sent along with the Approval email.