



Morawa Sinosteel Future Fund Grant: Application Form

- Only applications where all questions are answered in full will be accepted as valid
- Please provide as much information as possible. Attachments should be added as required.
- This application and attachments will become the property of the Morawa Sinosteel Future Fund and will not be returned to applicants so please make a copy for your reference.
- The preferred maximum grant application amount is \$10,000, for grant requests above this amount more reasoning and justification should be provided in the form of a detailed project plan and business case.
- The applicant organisation must contribute at least 30% of the total project cost using own source funds (cash or voluntary labour)

Section 1: Organisation Details

Name of Organisation:

Postal Address:

Street Address:

Contact Person:

Position of Contact Person:

Business Hours Phone:

Mobile:

Email:

Total Members

Total Number of Members who
ordinarily reside in Morawa

Does your organisation/ Group
have an ABN?

Yes or No
If Yes, provide your ABN below

ABN :

Is your organisation / Group
Registered for GST?

Yes or No

Please confirm that your
organisation / Group is an
Incorporated Not for Profit
entity?

Yes
Certificate Number

Please attach a copy of the certificate to this application

What are the Aims &
Objectives of the Organisation
/ Group?

Has your organisation/group received any funding before from the Morawa Sinosteel Future Fund,
or from the previously known Morawa Community Trust? Yes / No

If Yes, please complete details below.

Year	Amount \$	Purpose

Section 2: Project / Event Details

Project / Event Title	
Summary of project: <i>Please clearly state the objective and the target audience of the project? (Maximum of 50 words)</i>	
What is the community need that this project is addressing: <i>(Where possible please provide evidence of this need – For example, statistics, letters of request, media stories etc demonstrating the need)</i>	
Who is the project targeted at? Please provide details regarding groups within the community to whom the project is targeted at – for example, youth, elderly, people with a disability – and provide an explanation as to why they are a priority?	
Why should this project be a funding priority for the Morawa Sinosteel Future Fund Trustee?	
Total Project Cost?	
Amount of funding requested?	
Is the amount requested above GST inclusive?	Yes or No

Project Milestones

Milestone	Date	Summary
Start		
Milestone 1		
Milestone 2		
Milestone 3		
End		

Section 3: Financial Details

Please provide details regarding the cost of the project and also attach supporting evidence such as copies of quotes obtained for goods and services, please note that for most items valued at \$10,000 or above, two written quotes are required. These quotes must be specific for the current grant application.

Details <i>Eg: consultancy fees, printing, catering, equipment hire, insurance etc.</i>	Estimated \$	Quotes Supporting / Evidence Attached?
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
Total:	\$	

Please provide details of all confirmed and anticipated sources of funds for the project?

Source	Confirmed \$	Anticipated \$	N/A	Total \$
Cash Contribution Please Specify organisations Cash Funds Allocated				
Value of voluntary labour* Please specify in terms of no. hours x no. volunteers				
State Government Please provide details of department providing funds.				
Australian Government Please provide details of department providing funds				
Other Please specify				
Total Income	\$	\$		\$

* *volunteer labour value is based on a standard hourly rate of \$30 per hour*

** *the 30% organisation contribution required under the grant must be an own source contribution (cash or voluntary labour), grants or funding from other organisations will form part of the remaining 70%.*

Section 4: Acknowledgement of the Morawa Sinosteel Future Fund

Being a grant recipient of the Morawa Sinosteel Future Fund provides your organisation / group, as well as the Morawa Sinosteel Future Fund, an opportunity to obtain positive publicity.

- A. Do you agree to recognise Morawa Sinosteel Future Fund as a project sponsor? Yes / No
- B. Do you agree that Morawa Sinosteel Future Fund will be formally recognised and promoted in all publications, promotional materials, media releases and newsletters, as well as at program launches and / or the event itself (i.e., via speeches and signs)? Yes / No
- C. Do you agree to provide Morawa Sinosteel Future Fund with a Project Completion Report within 6 weeks of the completion of the funded project? Yes / No

Section 5: Supporting Documents

Have you included...

- Certificate of Incorporation (if incorporated) Yes / No
- Letters of support for the project Yes / No
- Documentation demonstrating community need/benefit Yes / No
- Correct number of quotations in support of requested funding Yes / No
- Latest Financial Statements of your organisation Yes / No

Please note: If your group is registered for GST a tax invoice for the funding amount will be required prior to funds being provided.

Section 6: Application Declaration

Please have two (2) members of your organisation/group complete the details below – one member must be the President (or equivalent) of the organisation.

We declare that we have been authorised by the applicant organisation/ group to prepare and submit these documents as our application to the Morawa Sinosteel Future Fund Grants Program.

We declare that the information included in this application is true and correct and that we will abide by the conditions set out in the Morawa Sinosteel Future Fund Grants Guidelines which we have read and understood.

Member 1

Name:

Position in

Organisation:

Phone:

Mobile:

Email:

Signature:

Date:

Member 2

Name:

Position in

Organisation:

Phone:

Mobile:

Email:

Signature:

Date:
