

Rural Access Grants Program – APPLICATION FORM

APPLICATIONS CLOSE – 15 June 2018

All applicants to:

- Read the Grant Guidelines before you complete this Application Form.
- **Ensure that your application is lodged by 5.00pm on the closing date at Horsham Rural City Council Offices or by e-mail to council@hrcc.vic.gov.au (late applications will not be accepted).**
- Use the Check List on this Application Form to ensure all required documentation is provided.
- If you have any questions regarding the application form or if you would like to receive this form in an accessible format such as large print, please contact Horsham Rural City Council Ph: 03 5382 9591 TTY (NRS) Dial: 133 677 then ask for 03 53829 591

1. APPLICANT DETAILS

Name of the Club/Group/Organisation undertaking the project:	
Postal address of the organisation undertaking the project:	
Contact person for the Club/Group/Organisation: Business hours phone number E-mail Address	
Name of the auspice*Not-for Profit Community Organisation managing the project (if applicable): <i>*Required if your organisation is not incorporated</i>	
Postal address of the auspice organisation managing the project (if applicable):	
Australian Business Number (ABN) of the organisation (if applicable): If you do not have an ABN - You need to complete a 'Statement by Supplier' form and submit it with your application. This form is available at (insert link)	Statement by supplier attached to application: Yes <input type="checkbox"/> No <input type="checkbox"/>
Please identify your GST Tax status:	Registered for GST <input type="checkbox"/>
	Not Registered for GST <input type="checkbox"/>

2. PROJECT DETAILS

Title of the project/event/activity:	
Location of the Project/Event/Activity:	
Estimated Commencement date:	
Estimated Completion date: <i>(must be before 31 December, 2018)</i>	
Estimated number of people benefiting from the project:	
Estimated age groups involved in the project:	
Please provide a brief description of your proposed project/event/activity:	
Why do you want to do this project?	
What will this project achieve?	

3. PROJECT FUNDING

What is the Grant amount requested? <i>Must equal (A) total</i>	
What are you going to spend the Grant amount on? <i>List all expenditure items. Quotations must be provided for individual project expenditure items greater than \$1,000</i>	
Total Rural Access Grant expenditure (A)	
What cash is your organisation contributing to the project?	
What are you going to spend your organisation cash contribution on? <i>List all expenditure items</i>	
Total Organisation expenditure (B)	
What in-kind support is your organisation contribution to the project? <i>i.e. voluntary labour (@\$25 per hour), donated materials (at retail value)</i>	
Total value of In-kind support (C)	
TOTAL PROJECT VALUE (A) + (B) + (C)	

The amount requested in this application may be reduced. Should the grant amount be reduced, please indicate the minimum amount of grant that would allow the project or part of the project to proceed \$

5. AUTHORISATION/FUNDING AGREEMENT

I affirm, on behalf of (*insert name of your organisation*) that any funds provided by the Rural Access – Building Inclusive Communities Program will be expended:

- In accordance with the Rural Access – Building Inclusive Communities Grant Program Guidelines;
- Within the four Wimmera municipalities;
- As outlined in this application and;

If this application is successful, our group agrees to submit a *Completion Report*.

Payment of grant will be deposited into the following Bank Account:

BSB No: _____ Account No: _____

Name of Bank Account: _____

I affirm that all details supplied in this application and attachments are true and correct to the best of my knowledge and the application form has been submitted with the full knowledge and agreement of the applicant organisation. I acknowledge that I have read the Guidelines.

Signature: _____ Write Name: _____

CHAIRPERSON/PRESIDENT

Date: _____

IMPORTANT: CHECKLIST FOR APPLICANTS

Please ensure that the following details are included in your application. [Your application may be deemed ineligible without the key details listed below.](#)

- Is your project/event/activity based in the four Wimmera municipalities?
- Have you discussed your application with all key stakeholders?
- Have you provided all contact details?
- Have you completed all sections of the Project application?
- Have you attached quote/s for project elements > \$1,000?
- Have you signed the Authorisation/Funding Agreement?
- Have you provided the Taxation Office Statement by Supplier form (if needed) ?
- For Email Applications only: have you attached relevant attachments to the email

(End of Application)