

Guidelines and Funding Categories

FSC Community Grant Objectives

The Community Grants Program aims to:

- Support initiatives that deliver social, cultural, environmental and economic benefits
- Strengthen community organisations and participation
- Encourage local collaboration and partnerships
- Deliver measurable community outcomes, including participation, economic impact and social benefits
- Align funded initiatives with Council's Corporate Plan and strategic priorities

COMMUNITY GRANT CATEGORIES

General Eligibility Requirements

Applicants must:

- Be located in or demonstrate benefit to the Flinders Shire
- Deliver activities aligned with community purpose
- Submit complete applications by required deadlines
- Organisations that currently receive capital funding from Council or use a Council maintained facility (facility funding only).
- The community group facilities must be on Freehold land, Crown land or land under an acceptable deed, trust or tenure for non-profit incorporated bodies.

Tier 1 - Up to \$5,000

Purpose

Support small-scale projects, events and initiatives that enhance community participation and wellbeing.

Applications must demonstrate:

Facility Infrastructure Applications.

- Facilities are on Freehold land, Crown land or land under an acceptable deed, trust or tenure for non-profit incorporated bodies.

Eligible Applicants

- Community organisations (not-for-profit)
- Incorporated associations or equivalent entities
- Schools (Events and Donations Streams only)

Ineligible Applicants

- Organisations with outstanding acquittals
- Commercial enterprises (unless delivering clear community benefit)

FSC Community Grants Application Form

Form Preview

Eligible Activities (What can be funded)

- Community events, workshops and activities
- Minor facility upgrades, maintenance or accessibility improvements
- Purchase of equipment that provides ongoing community benefit
- Program delivery costs (e.g. facilitators, venue hire, materials)
- Marketing and promotion directly related to the funded activity

Ineligible Activities (What will not be funded)

- Ongoing operational costs (e.g. electricity, rates, phone, rent, insurance, salaries/wages for staff and maintenance)
- Retrospective funding (costs already incurred)
- Projects with primarily commercial or private benefit
- Alcohol purchases, prizes or gift cards unrelated to project or event outcomes
- Activities outside the Flinders Shire with no demonstrated local benefit

Funding Details

- Up to \$5,000
- No co-contribution required (encouraged but not mandatory)
- Applications must be received a minimum of 8 weeks prior and no later than 6 months before the events.

Budget Requirements

Applicants must include:

- A clear and itemised budget showing all income and expenditure
- Quotes or reasonable estimates for significant expenditure items (where available)
- Identification of GST status (GST inclusive/exclusive)
- Identification of all funding sources (Council, other grants, sponsorship, own funds)
- In-kind contributions clearly listed with an assigned fair market value
- A breakdown showing exactly how Council funds will be spent

Please note: Budgets that are incomplete, unclear or unrealistic may impact the assessment outcome.

Tier 2 - Up to \$20,000

Purpose

Support larger projects and events with significant community and/or economic impact.

Applications must demonstrate:

Facility Infrastructure Applications

- Facilities are on Freehold land, Crown land or land under an acceptable deed, trust or tenure for non-profit incorporated bodies.

Eligible Applicants

- Community organisations (not-for-profit)
- Incorporated associations or equivalent entities
- Schools (Events and Donations Streams only)

FSC Community Grants Application Form

Form Preview

Ineligible Applicants

- Organisations with outstanding acquittals
- Commercial enterprises (unless delivering clear community benefit)

Eligible Activities (What can be funded)

- Large-scale community or regional events
- Events attracting visitors or delivering tourism and economic impact
- Major facility upgrades or infrastructure improvements
- Significant equipment purchases providing long-term community benefit
- Project delivery and event costs including contractors, logistics and promotion

Ineligible Activities (What will not be funded)

- Ongoing operational costs not directly tied to the project or event
- Retrospective funding (costs already incurred)
- Projects with primarily private or commercial benefit
- General fundraising activities with no defined project outcomes
- Expenditure not clearly linked to project or event delivery
- Organisations that currently receive capital funding from Council or use a Council maintained facility (facility infrastructure applications only).
- Alcohol purchases, prizes or gift cards unrelated to project or event outcomes

Funding Details

- \$5,001 to \$20,000
- Minimum 10% co-contribution (cash or in-kind)
- Applications must be received a minimum of 8 weeks prior and no later than 6 months before the event.
- Limited to one successful application per organisation per financial year

Budget Requirements

Applicants must provide:

- A comprehensive and itemised project budget
- Written quotes or detailed cost estimates for major expenditure items
- Full breakdown of all income sources (Council funding, grants, sponsorship, applicant contribution)
- Identification of confirmed and pending funding
- Clear evidence of minimum 10% co-contribution
- GST status clearly identified across all budget items
- In-kind contributions detailed with assigned financial value
- A clear breakdown demonstrating how Council funds will be allocated across the project

Please note: Council may request additional financial information to support assessment where required.

Donation - Up to \$500

Purpose

Provide timely support for small, urgent or unforeseen community needs.

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Form Preview

Eligibility

- Community organisations (not-for-profit)
- Incorporated associations or equivalent entities
- Schools (Events and Donations Streams only)

Requirements

- Demonstrate immediate community benefit.
- Provide details of the intended use of the requested funds.
- Applications must be received a minimum of 6 weeks prior to the event.

Sporting Excellence - Up to \$2,000

Purpose

Support local residents representing the region, state or country in sporting competitions.

Eligibility

- Individuals (Sporting Excellence only) - Must be a Flinders Shire resident or a school-aged dependent of a resident.
- The trip must be organised by a regional, state, national or internationally. accredited peak body/organisation;
- The applicant must have been selected through a point systems, placings or selection through a formal sporting body in their chosen sport.
- **Applications must be received a minimum of 4 weeks prior to the event.**
- If under any circumstances the competitor does not attend the event, they must return all funds to the Council within two weeks after the completion of the event.

Requirements

Applicants must provide:

- Evidence of selection or qualification
- Event details (location, level, dates)
- Proof of residency.

Funding Levels

- North Queensland representation (within Queensland): \$500
- Queensland representation (within Queensland): \$500
- Queensland representation (interstate): \$1,000
- Australia representation (within Australia): \$1,500
- Australia representation (overseas): \$2,000

Outcome Process

- All applications are to be submitted via SmartyGrants.
- In determining the level of assistance required, Council shall:
 - Ensure applications are eligible.
 - Assess application against the Selection Criteria (see above).

FSC Community Grants Application Form

Form Preview

- Establish the level of funding available in terms of its' coming budget requirements.
- Apportion such funding across each application eligible for funding.
- Applicants will be advised of outcomes after the relevant Council meeting.

Successful applicants:

You will receive a Letter of Offer for the sponsorship amount within 2 weeks of approval. Your Community Organisation will be required to submit an invoice for payment and return your signed Letter of Acceptance (except for recipients of Donations and Sporting Excellence).

If your event is occurring in a new financial year, payment may be requested to be held off until 1 July. Conditions will be outlined in your Letter of Offer.

All funds must be expended, and acquittal reports completed via SmartyGrants as per your Letter of Offer.

Further funding will not be given until acquittal reports are received and approved.

Unsuccessful applicants:

Failure to receive funding is not necessarily due to a poor application but may be the result of the demand for funds. Council reserves the right to offer a smaller amount if total budget is over subscribed.

For feedback on your application, please refer to the contact phone number given in your notification letter. You may wish to consider submitting another application at a later date.

Staff Contact Details

Taree Walsh - Community Development Officer, Health and Wellbeing

Flinders Shire Council

PO Box 274

HUGHENDEN QLD 4821

P: (07) 4741 2900

E: sportandrec@flinders.qld.gov.au

Category Selection

* indicates a required field

Please Select Funding Category *

- ☐ Tier 1 - Up to \$5,000
- ☐ Tier 2 - Up to \$20,000
- ☐ Donation - Up to \$500
- ☐ Sporting Excellence - Up to \$2,000

At least 1 choice and no more than 1 choice may be selected.

FSC Community Grants Application Form

Form Preview

Tier 1 - Application Details

* indicates a required field

Community Group Details

Name of Community Group *

Are you a non-for-profit organisation? *

☐ Yes ☐ No

Other

Incorporation Number *

Is your event purpose to fundraise for a charity? *

☐ Yes ☐ No

If yes, your application is deemed ineligible under the guidelines.

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	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Contact Name *

Committee Position *

Postal Address *

FSC Community Grants Application Form

Form Preview

Address

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

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Website

Must be a URL.

Stream Category

Please select the funding stream you wish to apply for. *

- ☐ Community Event, Workshop or Activity
- ☐ Minor Facility Upgrades or Equipment Purchase

Tier 1 - Community Event, Workshop or Activity Details

Funding Amount Requested *

Must be a dollar amount.

Event Description *

Word count:

Please give a short description of your event, workshop or activity.

Location of Event *

E.g. Hughenden Showgrounds

Start Date *

Must be a date and no earlier than 20/7/2026.

End Date *

FSC Community Grants Application Form

Form Preview

Must be a date and no earlier than 20/7/2026.

Proposals should be consistent with Council's Corporate Plan outcomes and strategies. Please select those that identify with your proposal. *

- ☐ Community - Maintain and develop our community and social infrastructure to meet our communities' needs.
- ☐ Visitors - Developing tourism partnerships, visitor infrastructure and local events.
- ☐ Environment - Harness and improve our natural resources.
- ☐ Economy - Promoting opportunities to develop and grow local businesses.
- ☐ Operations - Improved collaboration between Councillors, staff and the community.

To view Council's Corporate Plan Booklet please visit the Flinders Shire Council website.

Please explain what the requested funding will be used for. *

Word count:

Must be at least 20 words.

E.g. Venue Hire, Course Instructor, etc.

What audiences and demographics will you be targeting with your event? *

- ☐ Children and Young People (0 - 17 years)
- ☐ Young Adults (18 - 25 years)
- ☐ Adults (26 - 64 years)
- ☐ Older Adults (65+ years)
- ☐ Families with Children
- ☐ Rural or Regional Community Members
- ☐ People Experiencing Social Isolation, Disadvantage, or Mental Health Challenges
- ☐ Low-income or Financially Disadvantaged Households
- ☐ Aboriginal and Torres Strait Islander Peoples
- ☐ Culturally and Linguistically Diverse Communities
- ☐ People Living with Disability and Carers
- ☐ LGBTQIA+ Community Members

How will you evaluate your event once it is complete? *

- ☐ Participant feedback surveys
- ☐ Attendance and registration numbers
- ☐ Photos and event documentation
- ☐ Social media engagement and reach
- ☐ Feedback from volunteers, presenters, or partners
- ☐ Participant testimonials or success stories
- ☐ Observation of participant engagement during the event
- ☐ Measurement against event objectives and outcomes
- ☐ Collection of demographic and audience data
- ☐ Other:

Provide details of financial and in-kind support for the event and explain how these contributions will support a financially sustainable and viable event. *

FSC Community Grants Application Form

Form Preview

Financial Support Example - Club cash contribution, ticket sales, etc. In-kind Support Example - Volunteer hours, equipment hire provided free, etc.

How will Council be acknowledged for their financial contribution? *

- ☐ Council logo displayed on all promotional materials
- ☐ Council acknowledged on social media posts and event marketing
- ☐ Council logo included on event signage and banners
- ☐ Verbal acknowledgement during the event
- ☐ Council listed as a funding partner on the event website
- ☐ Acknowledgement in media releases and advertising
- ☐ Council representatives invited to attend and/or speak at the event
- ☐ Acknowledgement in event programs or printed materials
- ☐ Display Council banners at the event - Council banners can be collected from the Council Office
- ☐ Other:

Verbal acknowledgement cannot be the only acknowledgement for sponsorship by Council. Please remember proof of your acknowledgement will be required as part of your acquittal.

Please note:

If you wish to display your event on the public digital notice board, please visit Council's website to complete the online form - [Community LED Board | Flinders Shire Council](#)

Total Event Budget

Please outline your total event budget in the table below including details of expenditure and income.

Please note:

- All figures are to be calculated on GST incl. basis.
- Your budget must balance (total expenditure must equal total income amount).
- Volunteer staff can be costed at \$43.27 (according to <https://www.fundingcentre.com.au/help/valuing-volunteer-labour>) per hour for non skilled labour and at relevant rates for professional services.
- All volunteer and in-kind items must be listed in both income and expenditure columns.
- **The applicant must show any contribution within the detailed budget - this can be either cash or in-kind.**

Income	\$	Expenditure	\$
FSC Grant			

FSC Community Grants Application Form

Form Preview

Budget Totals

Total Income Amount *

This number/amount is calculated.

Total Expenditure Amount *

This number/amount is calculated.

Income - Expenditure *

This number/amount is calculated.

Budget Comments

If the event has a surplus over \$5,000, please explain why the surplus is large and is the surplus contributing to any planned projects or future events? *

Tier 1 - Minor Facility Upgrades or Equipment Purchase

Name of Project *

Where will your project take place? *

☐ Hughenden ☐ Prairie ☐ Stamford ☐ Torrens Creek
Other

Applicants may not receive the full amount of funding but rather partial funding. In this case, can the project proceed without full funding? *

- ☐ Yes
☐ No

Is the community group applying to other funding organisations for this project? *

- ☐ Yes
☐ No

If yes, what funding programs is the organisation applying to?

Funding Amount Requested *

\$

Expected Commencement Date: *

Must be a date.

FSC Community Grants Application Form

Form Preview

Expected Completion Date: *

Must be a date.

Please provide a brief description of your project. *

Describe the specific issues or needs you want to address: *

Proposals should be consistent with Council's Corporate Plan outcomes and strategies. Please select those that identify with your proposal. *

- ☐ Community - Maintain and develop our community and social infrastructure to meet our communities' needs.
- ☐ Visitors - Developing tourism partnerships, visitor infrastructure and local events.
- ☐ Environment - Harness and improve our natural resources.
- ☐ Economy - Promoting opportunities to develop and grow local businesses.
- ☐ Operations - Improved collaboration between Councillors, staff and the community.

How does the project align with the selected outcomes and strategies selected above? *

Demonstrate the community need for this project by describing how it was identified and the evidence of community support. Outline who will benefit from the project and explain the expected outcomes and broader benefits for the Flinders Shire community. *

Expected Outcomes- Identify two (2) things you want the project to achieve: *

How will you know if these outcomes have been achieved and how will your project be evaluated? *

How will Council be acknowledged for their financial contribution? *

- ☐ Installation of a permanent acknowledgement plaque on the upgraded facility or purchased equipment
- ☐ Display of Council's logo on project signage during construction or installation

FSC Community Grants Application Form

Form Preview

- ☐ Acknowledgement of Council's funding on the organisation's website
- ☐ Acknowledgement of Council's funding on social media platforms
- ☐ Invitation extended to Council representatives to attend project launch, opening, or milestone events
- ☐ Signage displayed at the facility acknowledging Council funding
- ☐ Council's contribution acknowledged in speeches and presentations associated with the project
- ☐ Other:

Total Project Budget

Please outline your project budget in the table below including details of expenditure and income.

Please note:

- All figures are to be calculated on GST incl. basis.
- Your budget must balance (total expenditure must equal total income amount).
- **The applicant must show any contribution within the detailed budget - this can be either cash or in-kind.**
- Volunteer staff can be costed at \$43.27 (according to <https://www.fundingcentre.com.au/help/valuing-volunteer-labour>) per hour for non skilled labour and at relevant rates for professional services. Please note volunteer logs must be completed when using in-kind volunteer hours if successful in your application.
- All volunteer and in-kind items must be listed in both income and expenditure columns.
- **Applicants applying for infrastructure works must supply a quote for the proposed project.**
- **Applicants applying for equipment must supply quotes for each item of equipment.**

Income	\$	Expenditure	\$

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

FSC Community Grants Application Form

Form Preview

Project Quotes

Applicants applying for EQUIPMENT must supply quotes for each item of equipment.

Applicants applying for INFRASTRUCTURE works must supply a minimum of 1 quote for the total proposed project.

Quote 1 *

Attach a file:

Quote 2

Attach a file:

Quote 3

Attach a file:

Tier 2 - Application Details

** indicates a required field*

Community Group Details

Name of Community Group *

Are you a non-for-profit community group? *

☐ Yes ☐ No

Other

Incorporation Number *

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	

FSC Community Grants Application Form

Form Preview

ABN Status
Entity Type
Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type
ACNC Registration
Tax Concessions
Main Business Location

[More information](#)

Must be an ABN.

Contact Name *

Title First Name Last Name

Committee Position *

Postal Address *

Address

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

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

Website

Must be a URL.

Stream Category

Please select the funding stream you wish to apply for. *

- ☐ Large-scale Community Event, Workshop or Activity
☐ Major Facility Upgrades or Significant Equipment Purchase

At least 1 choice and no more than 1 choice may be selected.

Tier 2 - Large-scale Community Event, Workshop or Activity

Funding Amount Requested *

FSC Community Grants Application Form

Form Preview

Event Description *

Expected Attendance Number *

Location of Event *

E.g. Prairie Race Course.

Event Start Date *

Must be a date and no earlier than 20/7/2026.

Event End Date *

Must be a date and no earlier than 20/7/2026.

Proposals should be consistent with Council's Corporate Plan outcomes and strategies. Please select those that identify with your proposal. *

- ☐ Community - Maintain and develop our community and social infrastructure to meet our communities' needs.
- ☐ Visitors - Developing tourism partnerships, visitor infrastructure and local events.
- ☐ Environment - Harness and improve our natural resources.
- ☐ Economy - Promoting opportunities to develop and grow local businesses.
- ☐ Operations - Improved collaboration between Councillors, staff and the community.

To view Council's Corporate Plan Booklet please visit the Flinders Shire Council website.

Please explain what the requested funding will be used for. *

Word count:

Must be at least 20 words.

E.g. Venue Hire, Course Instructor, etc.

What audiences and demographics will you be targeting with your event? *

- ☐ Children and Young People (0 - 17 years)
- ☐ Young Adults (18 - 25 years)
- ☐ Adults (26 - 64 years)
- ☐ Older Adults (65+ years)
- ☐ Families with Children
- ☐ Rural or Regional Community Members
- ☐ People Experiencing Social Isolation, Disadvantage, or Mental Health Challenges
- ☐ Low-income or Financially Disadvantaged Households

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- ☐ Aboriginal and Torres Strait Islander Peoples
- ☐ Culturally and Linguistically Diverse Communities
- ☐ People Living with Disability and Carers
- ☐ LGBTQIA+ Community Members
- ☐ Other:

How will you evaluate your event once it is complete? *

- ☐ Participant feedback surveys
- ☐ Attendance and registration numbers
- ☐ Photos and event documentation
- ☐ Social media engagement and reach
- ☐ Feedback from volunteers, presenters, or partners
- ☐ Participant testimonials or success stories
- ☐ Observation of participant engagement during the event
- ☐ Measurement against event objectives and outcomes
- ☐ Collection of demographic and audience data
- ☐ Other:

Provide details of financial and in-kind support for the event and explain how these contributions will support a financially sustainable and viable event. *

Financial Support Example - Club cash contribution, ticket sales, etc. In-kind Support Example - Volunteer hours, equipment hire provided free, etc.

How will Council be acknowledged for their financial contribution? *

- ☐ Council logo displayed on all promotional materials
- ☐ Council acknowledged on social media posts and event marketing
- ☐ Council logo included on event signage and banners
- ☐ Verbal acknowledgement during the event
- ☐ Council listed as a funding partner on the event website
- ☐ Acknowledgement in media releases and advertising
- ☐ Council representatives invited to attend and/or speak at the event
- ☐ Acknowledgement in event programs or printed materials
- ☐ Display Council banners at the event - Council banners can be collected from the Council Office
- ☐ Other:

At least 2 choices must be selected.

Verbal acknowledgement cannot be the only acknowledgement for sponsorship by Council. Please remember proof of your acknowledgement will be required as part of your acquittal.

Please note:

If you wish to display your event on the public digital notice board, please visit Council's website to complete the online form - [Community LED Board | Flinders Shire Council](#)

Total Event Budget

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Form Preview

Please outline your total event budget in the table below including details of expenditure and income.

Applicant Contribution - To be eligible for Tier 2 funding, applicants are required to provide a minimum 10% contribution towards the total event budget. Contributions may be financial or in-kind and must be clearly identified in the budget submission.

Please note:

- All figures are to be calculated on GST incl. basis.
- Your budget must balance (total expenditure must equal total income amount).
- Volunteer staff can be costed at \$43.27 (according to <https://www.fundingcentre.com.au/help/valuing-volunteer-labour>) per hour for non skilled labour and at relevant rates for professional services.
- All volunteer and in-kind items must be listed in both income and expenditure columns.

Income	\$	Expenditure	\$
FSC Grant			
Club Contribution			

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

Budget Comments

If the event has a surplus over \$10,000, please explain why the surplus is large and is the surplus contributing to any planned projects or future events?

Tier 2 - Major Facility Upgrades or Significant Equipment Purchase

Name of Project *

FSC Community Grants Application Form

Form Preview

Where will your project take place? *

☐ Hughenden ☐ Prairie ☐ Stamford ☐ Torrens Creek
Other

Applicants may not receive the full amount of funding but rather partial funding. In this case, can the project proceed without full funding? *

☐ Yes
☐ No

Is the community group applying to other funding organisations for this project? *

☐ Yes
☐ No

If yes, what funding programs is the organisation applying to?

Funding Amount Requested *

\$

Expected Commencement Date: *

Must be a date and no earlier than 20/7/2026.

Expected Completion Date: *

Must be a date and no earlier than 20/7/2026.

Please provide a brief description of your project. *

Describe the specific issues or needs you want to address: *

Proposals should be consistent with Council's Corporate Plan outcomes and strategies. Please select those that identify with your proposal. *

- ☐ Community - Maintain and develop our community and social infrastructure to meet our communities' needs.
- ☐ Visitors - Developing tourism partnerships, visitor infrastructure and local events.
- ☐ Environment - Harness and improve our natural resources.
- ☐ Economy - Promoting opportunities to develop and grow local businesses.
- ☐ Operations - Improved collaboration between Councillors, staff and the community.

To view Council's Corporate Plan Booklet please visit the Flinders Shire Council website.

Explain how your project will contribute to achieving the outcomes and strategies selected above. *

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Demonstrate the community need for this project by describing how it was identified and the evidence of community support. Outline who will benefit from the project and explain the expected outcomes and broader benefits for the Flinders Shire community. *

Expected Outcomes- Identify two (2) things you want the project to achieve: *

How will you know if these outcomes have been achieved and how will your project be evaluated? *

How will Council be acknowledged for their financial contribution? *

- ☐ Installation of a permanent acknowledgement plaque on the upgraded facility or purchased equipment
- ☐ Display of Council's logo on project signage during construction or installation
- ☐ Acknowledgement of Council's funding on the organisation's website
- ☐ Acknowledgement of Council's funding on social media platforms
- ☐ Public acknowledgement at project launch, opening event, or official ceremony
- ☐ Media releases acknowledging Council's funding contribution
- ☐ Invitation extended to Council representatives to attend project launch, opening, or milestone events
- ☐ Signage displayed at the facility acknowledging Council funding
- ☐ Council's contribution acknowledged in speeches and presentations associated with the project
- ☐ Other:

At least 2 choices must be selected.

Budget

Please outline your project budget in the table below including details of expenditure and income.

Applicant Contribution - To be eligible for Tier 2 funding, applicants are required to provide a minimum 10% contribution towards the total event budget. Contributions may be financial or in-kind and must be clearly identified in the budget submission

Please note:

- All figures are to be calculated on GST incl. basis.
- Your budget must balance (total expenditure must equal total income amount).

FSC Community Grants Application Form

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- Volunteer staff can be costed at \$43.27 (according to <https://www.fundingcentre.com.au/help/valuing-volunteer-labour>) per hour for non-skilled labour and at relevant rates for professional services. Please note volunteer logs must be completed when using in-kind volunteer hours if successful in your application.
- All volunteer and in-kind items must be listed in both income and expenditure columns.
- **Applicants applying for infrastructure works must supply a minimum of 2 quotations for the proposed project.**
- **Applicants applying for equipment must supply quotes for each item of equipment.**

Income	\$	Expenditure	\$
FSC Grant			
Club Contribution			

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

Project Quotes

Applicants applying for EQUIPMENT must supply quotes for each item of equipment.

Applicants applying for INFRASTRUCURE works must supply a minimum of 2 quotes for the proposed project.

Quote 1 *

Attach a file:

Quote 2 *

Attach a file:

Quote 3

Attach a file:

FSC Community Grants Application Form

Form Preview

Quote 4

Attach a file:

Donation - Application Details

* indicates a required field

Community Group Details

Name of Community Group *

Are you a non-for-profit community group? *

☐ Yes ☐ No

Other

Incorporation Number *

Does your community group have Public Liability Insurance to the value of \$20 Million or more? *

☐ Yes

☐ No

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	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

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Contact Name *

Organisation Name

Committee Position ***Postal Address ***

Address

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

Email *

Must be an email address.

Phone Number *

Must be an Australian phone number.

Website

Must be a URL.

Event Details

Event / Project Name ***Please provide a brief description of what the donation will be used for. *****Donation Amount Requested ***

\$

Declaration

I certify that I am authorised by the applicant to prepare and submit this application for Flinders Shire Councils Community Donations Program. I have read the guidelines relating to the donations and certify that to the best of my knowledge the information provided in this form is correct.

I agree to provide Council with additional information if required to assess this application. I agree to comply with all requirements of the Community Donations Program.

FSC Community Grants Application Form

Form Preview

Contact Name *

Title

First Name

Last Name

Committee Position *

Sporting Excellence - Application Details

* indicates a required field

Applicant Details

Name *

Title

First Name

Last Name

Date of Birth *

Must be a date.

Is the applicant a resident of the Flinders Shire? *

☐ Yes

☐ No

Residential Address *

Address

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

Phone Number *

Must be an Australian phone number.

Email *

Must be an email address.

How would you like to be contacted? *

☐ Phone

☐ Email

☐ Mail

Photo Consent

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Form Preview

Would you be happy for Council to share a social media post acknowledging your achievement and helping to promote the Sporting Excellence Program? *

- ☐ Yes
☐ No

If you consent, please provide a photo suitable for publication.

Attach a file:

Parent / Guardian Details (if applicant is under 18)

Name

Title First Name Last Name

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Relationship to Applicant

Are you a resident of the Flinders Shire?

- ☐ Yes
☐ No

Residential Address

Address

Phone Number

Must be an Australian phone number.

Email

Must be an email address.

How would you like to be contacted?

- ☐ Phone
☐ Email
☐ Mail

Event Details

Event Name *

Start Date *

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Must be a date.

End Date *

Must be a date.

Level of Representation *

- ☐ Representing North Queensland within Queensland
- ☐ Representing Queensland within Queensland
- ☐ Representing Queensland Interstate
- ☐ Representing Australia within Australia
- ☐ Representing Australia Over

Sponsorship Details

Amount Requested *

From \$500 - \$2000

Brief description of what the sponsorship will be used for. *

Brief description of sporting achievements over the past 12 months. *

Payment Details

Please complete the following for direct debit.

Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

Supporting Documents

* indicates a required field

Events - Application Documents

Current Audited Financial Report or Current Treasurers Report *

Attach a file:

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Audited Financial Reports must be current, within the last 12 months. If over 12 months you may not be eligible. Treasurers Reports must be current, within the last 6 months, and verified by the organisation's President or Treasurer.

Annual General Meeting Minutes *

Attach a file:

Must be current minutes in the last 12 months, if not you may not be eligible.

Current Public Liability Certificate of Currency *

Attach a file:

Must be current at time of application, must also be in the name of the club who is applying for sponsorship.

General Minutes confirming decisions to apply for Council's grant program. *

Attach a file:

Must be current in the last 12 months, if over 12 months you may not be eligible.

Infrastructure and Equipment - Application Documents

Current Audited Financial Report or Current Treasurers Report *

Attach a file:

Audited Financial Reports must be current, within the last 12 months. If over 12 months you may not be eligible. Treasurers Reports must be current, within the last 6 months, and verified by the organisation's President or Treasurer.

Current Public Liability Certificate of Currency *

Attach a file:

Please note we cannot accepted Invoices for insurance, we must have a copy of the certificate. Must be current at time of application, must also be in the name of the club who is applying for sponsorship.

Annual General Meeting Minutes *

Attach a file:

Must be current minutes in the last 12 months, if not you may not be eligible.

General Minutes confirming decisions to apply for Council's Grant Program *

Attach a file:

Must be current minutes in the last 12 months, if not you may not be eligible. Minutes should show a motion to apply for funding for the project, with it being moved and seconded.

Financial statements or other confirmation of in-kind contribution

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Form Preview

Attach a file:

Major Infrastructure Projects - Letters of support to show community demand and support.

Attach a file:

Infrastructure Applications - Copy of rates notice, lease agreement, etc.

Attach a file:

Infrastructure Applications - Building Insurance Certificate

Attach a file:

Other supporting documents:

Attach a file:

Sporting Excellence - Application Documents

Please attach a copy of selection confirmation from the peak sporting body *

Attach a file:

Please attached proof of residency - E.g. drivers licence, rates notice, etc. *

Attach a file:

Declaration

* indicates a required field

Please read below declaration:

The Applicant declares:

- that we are authorised by the applicant organisation to prepare and submit this funding application;
- the details in this application are accurate, and sufficient control mechanisms are in place to ensure all moneys can be accounted for;
- that we agree to the Terms of the Grant as stated in the Guidelines.
- All information relating to the organisation and project including the attached material is true and correct;

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- the ongoing maintenance, management and capital replacement costs will be borne by the application.

I declare that all information is accurate and that our community group agrees to the Terms of the Grant as stated in the guidelines. *

☐ Yes

Name *

Title First Name Last Name

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Please read below declaration:

I certify that I am authorised submit this application for Flinders Shire Council's Contribution For Sporting Excellence. I have read the Council Contribution For Sporting Excellence Policy relating to the sponsorship and certify that to the best of my knowledge the information provided in this form is correct.

I agree to provide Council with additional information if required to assess this application. I agree to comply with all requirements of the Council Contribution For Sporting Excellence Policy. I will acknowledge the support of Council in all relevant promotional and printed material. I agree that if I don't attend the event selected for, I will refund the funding back to the Council within two weeks after the event.

I declare that all information within this application is accurate and I agree to the Terms of the Grant as stated in the guidelines. *

☐ Yes

Name (Competitor or Parent / Guardian) *

Title First Name Last Name

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