

# Sustainability Grants

## Form Preview

### Contact Details

\* indicates a required field

### Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to **{{ Grantmakers: insert hyperlink to your privacy statement. }}**

### Applicant Organisation Details

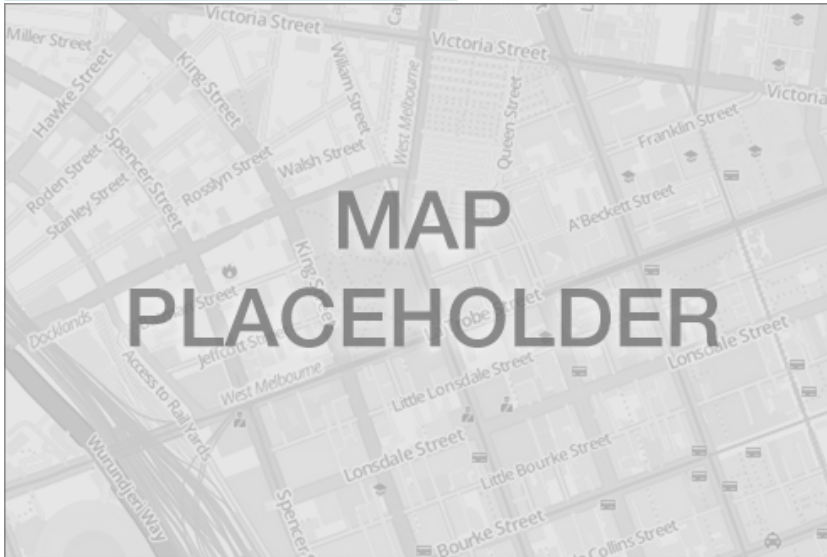
#### Applicant organisation name \*

Organisation Name

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

#### Applicant Primary Address

Address

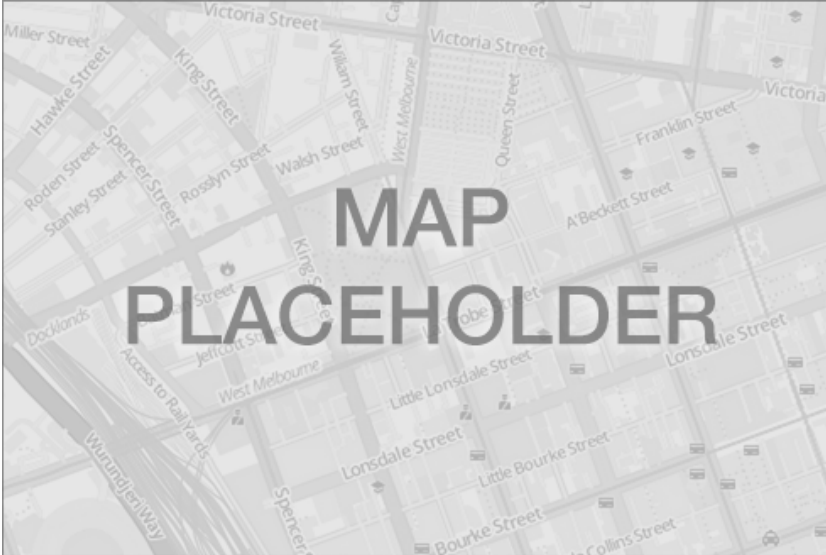
#### New Question

#### Applicant Postal Address

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Address

**Applicant website**

Must be a URL

**Primary contact person \***

Title      First Name      Last Name

This is the person we will correspond with about this grant

**Position held in organisation \***

e.g. Manager, Board Member, Fundraising Coordinator

**Primary phone number \***

Must be an Australian phone number.

**Back-up phone number**

Must be an Australian phone number.

**Primary contact person's email address \***

This is the address we will use to correspond with you about this grant.

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### Organisation Details

\* indicates a required field

**Does your organisation have an ABN? \***

Yes  No

#### Applicant 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	

Must be an ABN.

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO](#).

**Please upload completed Statement of Supplier Form:**

Attach a file:

Max 25mb

**Is your organisation endorsed as a Deductible Gift Recipient (DGR)?**

Yes  No

If you're unsure you can look up your DGR status at <http://abr.business.gov.au/AdvancedSearch.aspx>

**Is your organisation registered with the Australian Charities and Not-for-Profits Commission (ACNC)?**

Yes  No

If you're unsure, you can check your registration at the ACNC website: <http://www.acnc.gov.au/>

**What is your incorporation number?**

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Incorporated Association or Australian Corporation Number

### What type of not-for-profit organisation are you?

- Educational institution (includes pre-schools, schools, universities & higher education providers)
- Religious or faith-based institution
- Philanthropic organisation
- Peak body
- Social enterprise
- International NGO
- Professional association
- Healthcare not-for-profit
- Community group
- Political party / lobby group
- Research body
- General not-for-profit (i.e. none of the sub-types listed above)

Please choose the option that best applies to your organisation.

### What is your organisation's annual revenue?

- Less than \$50,000
- \$50,000 or more, but less than \$250,000
- \$250,000 or more, but less than \$1 million
- \$1 million or more, but less than \$10 million
- \$10 million or more, but less than \$100 million
- \$100 million or more

Your revenue includes grants, donations, and other fundraising activities, fees for services, sale of goods, interest, royalties and in-kind donations that have been included in your accounts as 'revenue'. The Australian Charities and Not-for-profits Commission (ACNC) has more detailed information here:

[www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx](http://www.acnc.gov.au/ACNC/Manage/Reporting/SizeRevenue/ACNC/Report/SizeRevenue.aspx)

### What is your organisation's legal structure?

- Unincorporated association
- Incorporated association
- Cooperative
- Company limited by guarantee
- Indigenous corporation, association or cooperative
- Organisation established through specific legislation
- Trust
- Unknown

If your organisation is unincorporated it must have an auspice organisation

## Auspice Information

\* indicates a required field

**Is your organisation auspiced by another organisation for the purposes of this grant?**

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Yes

No

Unincorporated organisations applying for a grant must be auspiced by an incorporated organisation. If you do not have an auspice you should not apply for this grant.

### Auspice Organisation Details

#### Name of auspicing organisation \*

Organisation Name

#### Auspicing organisation's website

Must be a URL

#### Primary contact person at auspicing organisation \*

Title

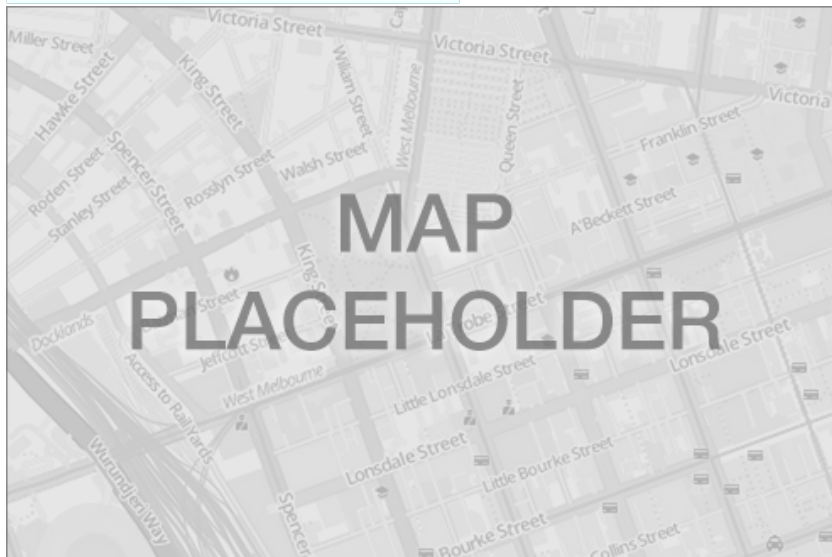
First Name

Last Name

We may contact this person to verify that this auspicing arrangement is valid and current.

#### Auspice Primary Address

Address

#### Auspice Postal Address

Address

#### Position held in organisation

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e.g. Manager, CEO

**Contact person's primary phone number \***

**Contact person's back-up phone number**

**Contact person's email address \***

Must be an email address

**Please attach a letter from the auspicng organisation confirming this arrangement is valid and current \***

Attach a file:

Letter must be signed by an appropriately authorised person (e.g. manager, CEO, Board Chair) and must include, name, position, signature and date.

**Does the auspicng organisation have an Australian Business Number (ABN)? \***

Yes

No

**New Question**

**ABN of auspicng organisation**

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	

Must be an ABN

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As the auspicing organisation does not have an ABN, please submit a completed ATO Statement by a Supplier form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from: [Statement by a supplier - ATO form](#)

### Please upload a completed Statement of Supplier form

Attach a file:

Max 25mb

## Project Details

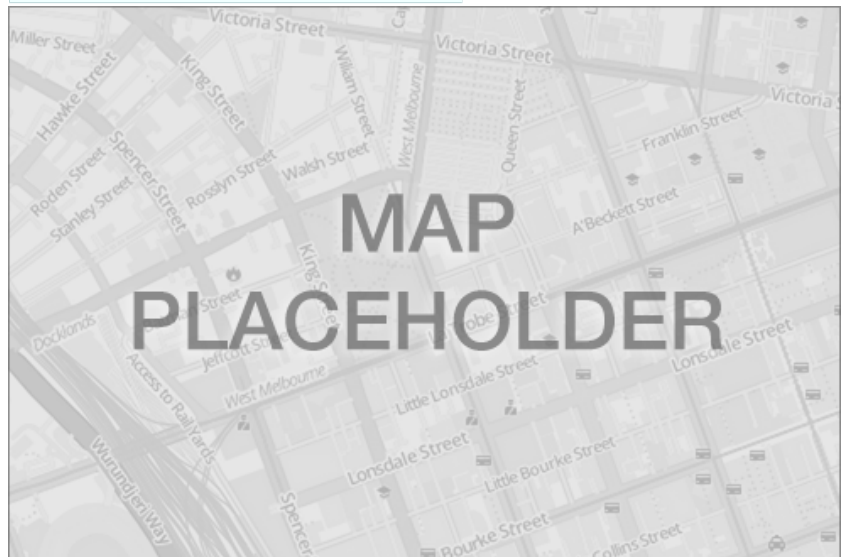
### Project title:

Provide a name for your project/program/initiative. Your title should be short but descriptive

Please list the location/s this project will take place in. You may add up to 10 locations.

### Project location/s:

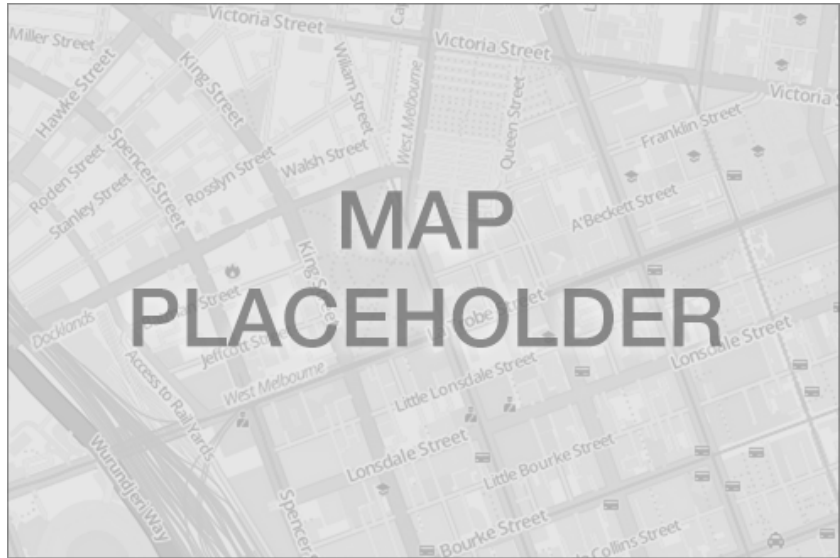
Address

### Project location/s:

Address

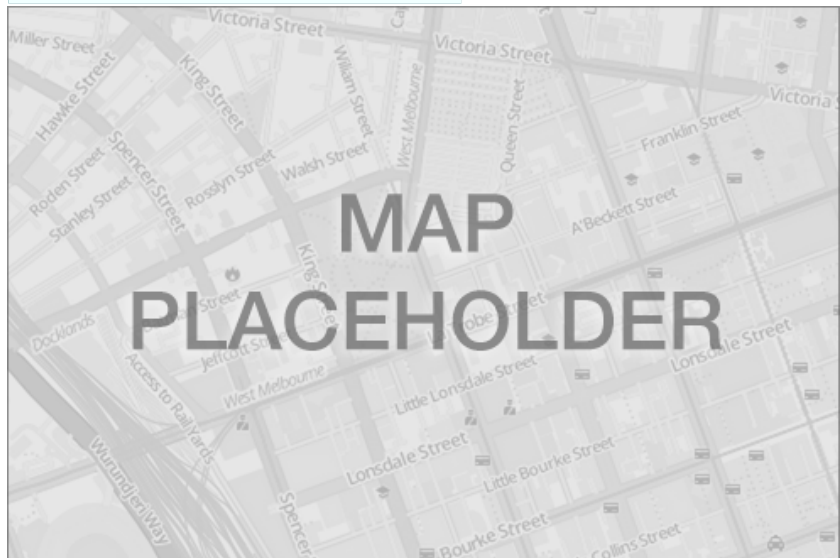
# Sustainability Grants Form Preview



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**Project location/s:**

**Address**

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**Anticipated start date**

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**Anticipated end date**

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If unknown, provide your best guess or leave blank If unknown, provide your best guess or leave blank

**Please provide a short summary of your initiative**



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Be descriptive, but succinct. Include a brief summary of who this project is for (i.e. beneficiaries), what you will do (i.e. the activities you will perform), and what effects you expect to result from your activities (outcomes). Go to the Funding Centre's Answers Bank at <https://www.fundingcentre.com.au/answersbank#Qu1> if you need some ideas about how to frame your response.

### **Rationale / Theory of Change: What is the need and how will you address it?**

Tell us why your initiative is needed, and why you believe the activities you propose will produce the outcomes you seek. Provide statistics/evidence (where available) of both the need and the link between the work you will do and the outcomes you seek. Go to the Funding Centre's Answers Bank at <https://www.fundingcentre.com.au/answersbank#Qu2> if you need some ideas about how to frame your response.

### **What are the planned activities?**

Briefly list (bullet points) the specific activities that will take place and where they will take place (200 words recommended)

### **What are the expected outcomes of the project?**

Describe three things you want the project to achieve in terms of benefits for participants and/or others (200 words recommended)

### **How will you know if these outcomes have been achieved?**

Describe three changes you will see if the expected outcomes of the project occur (150 words recommended)

### **What are the primary areas of focus for this project/program?**

You may select up to five items. You can select items from any area of the list – all have equal value. Only select sub-categories if you want to be more specific. In this question we want to know about the field of work (e.g. arts, sport, health), rather than the types of people it will affect (e.g. young people, refugees).

### **Who are the expected primary beneficiaries of this project/program?**

Please choose only the group/s that are at the very core of this project/program. If your initiative is open to everyone, choose the first item, 'Universal – no particularly targeted beneficiaries'

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### Please upload letters of support (if available/relevant)

Attach a file:

A maximum of 5 files can be attached

## Inputs (Budget)

### Total Amount Requested

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

### Total Project/Program Cost

What is the total budgeted cost (dollars) of your project?

### Amount Requested Year 1

Must be a dollar amount.  
What is the amount (in dollars only) of the total requested funds committed in the first year?

### Amount Requested Year 2

Must be a dollar amount.  
What is the amount (in dollars only) of the total requested funds committed in the second year?

### Amount Requested Year 3

Must be a dollar amount.  
What is the amount (in dollars only) of the total requested funds committed in the third year?

**{{ Grantmakers: Change this question and hint to match the size of the grant and your own organisation's policies }}**

### Please attach quotes for those expenditure (cost) items over {{ \$500 }}

Attach a file:

{{ Grantmakers: Add your own hint to reflect your policy on obtaining quotes }}

### Please provide a link to or attach a copy of your most recent Annual Report.

If you do not produce an annual report, please provide us with your most recent financial statements (may include a Profit and Loss Statement / Statement of Financial Performance and a Balance Sheet / Statement of Financial Position).

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Form Preview

**Upload files**

Attach a file: