



Introduction Organisation **Project Information** Budget Attachments Confirmation Review My Application

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* Required before final submission

**Welcome to FRRR's online application form for the
Gardiner Foundation Community Grants – Round 22, 2024**
Opens Wednesday 7 February 2024, closes 5pm AEDT, Thursday 21 March 2024
(For projects between July 2024 – June 2025)

Tips for using the Grants Gateway Gardiner Foundation Community Grants online application form:

- To assist in managing versions and to reduce the risk of losing work if an internet connection times out, we recommend preparing your application content in a Word document and then transferring your final application content to this Grants Gateway form. Please [click here](#) for a print friendly version of this application form.
Working offline also makes it easier for multiple people to work on an application before entering your application into Grants Gateway for submission.
- Remember to continually save your work in the online form as you move through the sections.
- Please refer to the [Gardiner Foundation Community Grants Guidelines](#) for further tips and information to support you to complete the application.**
- As always, if you require assistance to complete this online application form, the friendly FRRR staff are only a phone call away on Grant enquiries 1800 170 020.

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Gardiner Foundation Community Grants Program

How to complete this section:

****Does your organisation, the group delivering the project, have an ABN or Inc number?**

If **YES**, please complete part:

- Legal organisation - provide information about **your local group**
- Delivery organisation - leave this blank

If **NO**, please complete part:

- Legal organisation - provide information about **the organisation partnering with your group / your head office / governing body**
- Delivery organisation - provide information about your local group

A. Legal Organisation

Organisation - Name and Address

* What is the legal name of the organisation?

* Postal address

Postal address

* Town

* State

* Postcode

Organisation - Legal & Tax Status

Please click on this link from the Australian Government ABN Lookup site to complete the following organisation details [ABN Lookup](#)

* Is your organisation registered with an ABN?

* Select Organisation Entity type, as per your ABN Lookup Is the organisation registered for GST?

* Does your organisation hold any of the following? Select all that apply.
 ACNC DGR1 DGR2 DGR4 TCC N/A

* Is your organisation an Incorporated Association?

* If yes, which State / Territory authority is your organisation registered with?

Organisation - Financials

Collection of Organisation Financials in a new way

Due to the variability in community organisations' book keeping capability and challenges with providing current statements at certain times of the year, FRRR has introduced a new requirement for organisations to state information in the following section. You will see in the Guidelines a note on the overall process under consideration.

Legal organisation financials (the organisation associated with this application that has an ABN or Incorporation number).

Please provide the following information regarding the legal organisation's financial situation*:

*For groups with less than 12 months of operation, please provide information on the organisation's current income and expenditure.

* Annual Income (total income in your financial year)	* Annual Expenditure (total expenses in your financial year)	* Current Assets (from your audited financials, or bank balance minus any debts)
<input type="text"/>	<input type="text"/>	<input type="text"/>

Where relevant, please provide a brief explanation of any large financial surplus or current assets and tell us why FRRR funds are still required. If relevant, please describe any deficits and steps being taken to sustain the organisation financially.

Organisation - Head of Organisation

These contact details should reflect the person who is the head of the organisation (e.g Chair, President, CEO) as they MUST authorise the application, NOT a subcommittee Chair, Secretary, Treasurer or Program Manager.

Important: Our correspondence regarding the outcome of your application will be sent here. If your application is successful, we will request Electronic Funds Transfer information from the contact listed here.

* Title <input type="text" value="- Select One -"/>	* First name <input type="text"/>	* Last name <input type="text"/>
* Position held <input type="text"/>		
* Bus Hrs Phone No. <input type="text"/>	* Mobile No. <input type="text"/>	* Email <input type="text"/>

Organisation - Project Contact

This person will be contacted if we have any questions about your project / application.

Title	First name	Last name
<input type="text" value="- Select One - v"/>	<input type="text"/>	<input type="text"/>
Position held		
<input type="text"/>		
Bus Hrs Phone No.	Mobile No.	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

Organisation - Overview

* In what year was your organisation founded?	* Current number of employed staff
<input type="text"/>	<input type="text"/>
* Current number of volunteers	* Current number of committee members
<input type="text"/>	<input type="text"/>
* Provide a brief overview of your organisation. If you do not have a website, please provide a brief overview of your organisation. Mission, major programs / activities, users of your facilities, engagement with other community groups, key partnerships.	
<input type="text"/>	
Word count of 100	

Organisation - Internet & Social Media

FRRR would like to link with your organisation through social media. Can you please provide us with the following, where applicable.

Website Address	Facebook Address
<input type="text"/>	<input type="text"/>
Twitter Handle	
<input type="text"/>	

Important: Only complete Part B if you are partnering with an organisation who will receive and hold grant funds.

B. Delivery Organisation

Delivery Organisation - Name & Address

Organisation name	<input type="text"/>	
Postal address	<input type="text"/>	
Postal address	<input type="text"/>	
Town	State	Postcode
<input type="text"/>	<input type="text" value="v"/>	<input type="text"/>

Delivery Organisation - Overview

In what year was your organisation founded?

Current number of employed staff

Current number of volunteers

Current number of committee members

Provide a brief overview of your organisation.

If you do not have a website, please provide a brief overview of your organisation. Mission, major programs / activities, users of your facilities, engagement with other community groups, key partnerships.

Word count of 100

Delivery Organisation - Social Media Details

FRRR would like to link with your organisation through social media. Please provide us with the following, where applicable.

Website Address

Facebook Address

Twitter Handle

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Project Information

* Project Title

* Project Summary

Please provide a summary of the key aim/s of your project.

Use the following example to help write your summary:

The *[name of project]* will address *[main issues/problems/needs/opportunities]* for the purposes of benefitting *[target group/organisation/community]*. The project will *[description of activities]*.

These will bring about *[key changes achieved by your project]*. Our organisation can address these challenges because we *[describe unique strengths/position to tackle the issues/problems/needs/opportunities]*.

Word count of 50

Project Activity Area

FRRR needs your help to better understand the issues communities plan to tackle with the support of an FRRR grant. This is important information for us, in reporting back to our donor partners and in building the case for more support. Please follow the three steps below to identify your Project Activity Area.

1. Identify Project Activity Area. To do this click on [Project Activity Tree](#) and follow the instructions on page one.
2. Select your activity area from the drop-down menu.

* Project Information

- 1 Building Community Resilience
- 2 Developing Organisational Resilience & Capacity
- 3 Acting on environmental challenges / opportunities
- 4 Contributing to a culturally vibrant community
- 5 Supporting lifelong learning, education and / or training
- 6 Building economic strength & sustainability
- 7 Promoting individual & community health & social wellbeing

* WHAT will you do? Tell us about your project.

What is your project about? What is the aim of your project? What will you actually do? What exactly will the FRRR funds pay for? What are the key activities that will be undertaken?

* WHY is the project needed?

What is the current problem / need / opportunity that your project seeks to address? What is contributing to this problem / need in the community? To what extent is the problem affecting the community?

WHEN will your project happen?

Provide exact or approximate start and end dates for your project, including when key activities will happen. Please ensure you are aware of funding closing dates found in the [guidelines](#) or on the FRRR website. Please note that projects cannot be funded retrospectively.

WHERE will your project happen?

Please tell us the following information about where your project will happen. For projects happening in more than one location, please indicate these in rows 2-4.

e.g. Leongatha → VIC → 3953 → 5119

* Town	* State	* Postcode	* Population
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Which Local Government Areas will this project cover?

Select, up to 4 Local Government Areas.

* Please follow the two steps below to identify the Local Government Area(s) for the Project location(s) listed in the previous question.

1. Type in the Local Government Area into the search box and click search.
2. Select the Local Government Area from the drop-down menu.

* **Which Dairy Area will the project happen in?**

Please indicate one only.

- Gippsland South Western Victoria Northern Victoria

* Briefly describe the main features of the community / communities where your project will occur. Including the relationship with the dairy industry in that community.

e.g. demographics, employment, community activities, key clubs and organisations, economics, community & cultural diversity, festivals / events etc

*** WHO will benefit and be involved?**

Who will benefit in the community (i.e. the broader community or a specific target group)? How are they affected by the issue? How will the people who benefit be involved in the development and delivery of the project? Who else (partners, community members etc) will be involved and why are they best placed to support the project? What is the approximate number of people that will directly benefit?

Where relevant, please select the **most appropriate target group** options below:

*** Age Group**

- Children (0-4)
- Children (4-12)
- Young people (12-24)
- Adults (25-59)
- Older people (60+)
- All Ages

*** Gender**

- Female
- Male
- All Genders
- Gender Neutral

*** Does your project involve working directly with children / youth under 18?**

*** Does your organisation have policies and procedures regarding working with children, Working with Children Checks, and the handling of child abuse complaints?**

HOW will your project benefit the community?

*** Select ONE option that best describes HOW your project will create change**

- Investing in Infrastructure and Equipment
- Building Organisational Capacity
- Developing Awareness, Knowledge and Skills
- Providing Access to Services / Activities

*** Please identify the project's primary outcomes. (you can tick up to three)**

FRRR needs your help to better understand and track the outcomes of FRRR grants in rural, regional and remote communities around Australia. This is important information to support FRRR to report back to our donor partners and build evidence for more support.

- Communities that can innovate or respond to local opportunities / issues
- Greater ability to deal with / respond to individual / community level challenges
- Stronger local economies
- Improved financial security / reduced poverty or financial stress
- Enhance community identity / wellbeing / sense of place
- A friendly and inclusive community / stronger social fabric
- Promote environmental health / sustainability
- More creative / culturally vibrant communities
- More engaged / participative community
- Optimal start in life for children, starting school ready to learn
- Increased engagement in learning and improved education outcomes
- Stronger individual and / or community resilience

*** Briefly describe the project's expected outcomes?**

What will the project achieve and how will things be different because of this project? How will you know if the project has achieved its aims? How will you know if those involved are satisfied with the outcomes? How do you plan to share the outcomes, knowledge and experiences of your project? If this funding is used to support a larger / more complex project, how will you measure and evaluate outcomes?

Disaster or Emergency Response

*** Does your project relate directly to preparedness for or recovery from natural disasters, emergency management, or drought?**

If yes to the above Disaster or Emergency Response Projects question, please answer question below.

*** Which of the following best describes the focus of your project:**

If no to the above Disaster or Emergency Response Projects question, please select **Non-emergency / Disaster Response**

- Emergency / disaster preparedness
- Longer term post-emergency / disaster recovery
- Non-emergency / Disaster Response

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Project Budget

Please enter whole dollars and numbers only (no commas, decimal points or \$ signs)

Income - FRRR Request & Your Contribution

Please enter whole dollars and numbers only (no commas, decimal points or \$ signs)

*** Total project cost * Amount requested from FRRR * Does the amount requested cover the full project cost?**

Cash contribution from your organisation

Income - Cash contribution from other sources

Please enter whole dollars and numbers only (no commas, decimal points or \$ signs)

Who and What e.g. Name of organisation or fundraising activity. Other funding from local or state government	Amount whole dollars only	Confirmed Yes/No
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>

Total Cash contribution from other sources

Click to calculate
0.00

Expenditure

e.g. Provide a description of project expenses - "Kitchen materials (oven \$798; Sink \$279; Dishwasher \$603)" "Amount - 1680"

Where possible, upload quotes for items over \$1,000 in the Quotes area below.

Please enter whole dollars and numbers only (no commas, decimal points or \$ signs)

Expenditure item

Description

Amount

Whole dollars only

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Total Cash Expenditure

Click to calculate

0.00 

In-kind Contributions

Include an estimated value for non-cash contributions such as services, equipment, time and materials.

For services provided by volunteers, please cost their services at \$45 per hour.

Please enter whole dollars and numbers only (no commas, decimal points or \$ signs)

In-kind Support – Who

In-kind Support – What

Amount

Whole dollars only

<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Total In-kind Contributions

Click to calculate


0.00 

Additional information or comments regarding your budget.

Budget Summary


Total Project Income

Total (FRRR request + Organisation cash contribution + Other cash contribution + In-kind contribution)

Click to calculate
0.00 


Total Project Expenditure

Total (Cash Expenditure + In-kind Contribution)

Click to calculate
0.00 


Balance - Total Income less Total Expenditure

Please note: Total expenditure must equal total income therefore balance should be zero.

Click to calculate
0.00 


Quotes

Upload and attach copies of quotes, where possible for items over \$1,000. Please note files can be no larger than 10MB.

Attach expenditure quotes here. 

Browse for the document and upload here

No file chosen

Additional expenditure quotes 

Browse for the document and upload here

No file chosen

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Please attach the following documents for this application below

Partnering Organisation Letter of Support

Organisations that are partnering with another group responsible for receiving and holding the grant funds **must** attach a Letter of Support for this project from the partnering organisation.

A letter of support template is available [here](#). This can be used as a guide.

Letter of support:

Select **Choose file** to browse and locate the document. Once located, select **Upload** to load the document to the form.

Please note, files **cannot** be larger than 10MB.

No file chosen

Support Materials

Property Ownership

If your project involves improvements to land or buildings not owned by your organisation, please provide written confirmation from the owner of the land and/or buildings, noting 1) their ownership and 2) their approval for the works described in this application.

A property ownership letter template is available [here](#). This can be used as a guide.



Select **Choose file** to browse and locate the document. Once located, select **Upload** to load the document to the form. Please note, files **cannot** be larger than 10MB.

Choose File No file chosen

Upload

Constitution

If your organisation is registered with the ACNC or is unincorporated, please upload a copy of your Constitution.

Select **Choose file** to browse and locate the document. Once located, select **Upload** to load the document to the form. Please note, files **cannot** be larger than 10MB.

Choose File No file chosen

Upload

Photos

* A requirement of this application process is a high resolution photo (between 1MB and 10MB). The photo can be a group shot of staff or volunteers in your Community Organisation OR an action shot relevant to the project you are applying for including people.

If you are successful, FRRR may utilise this photo in grant announcements and /or associated communications.

Select **Choose file** to browse and locate the document. Once located, select **Upload** to load the document to the form.

Please note, files **cannot** be larger than 10MB.

Choose File No file chosen

Upload

Additional Photos

Browse for the document and upload here. Please note files can be no larger than 10MB.

Choose File No file chosen

Upload

Support materials to support evidence/need for project This can include project plans, community surveys, media clips, letters of support, other local material to support need for your project. **(HIGHLY REGARDED)**

Select **Choose file** to browse and locate the document. Once located, select **Upload** to load the document to the form.

Please note, files **cannot** be larger than 10MB.

Choose File No file chosen

Upload

Additional support materials

Please use the following attachment box to upload more support materials.

Browse for the document and upload here. Please note files can be no larger than 10MB.

Choose File No file chosen

Upload

Additional support materials

Please use the following attachment box to upload more support materials.

Select **Choose file** to browse and locate the document. Once located, select **Upload** to load the document to the form.

Please note, files **cannot** be larger than 10MB.

Choose File No file chosen

Upload

Please use the box below if you would like to provide further information or context on any of your attachments (such as support materials and photo's).

* Required before final submission

Application Confirmation Statement

To be endorsed by the Legal Entity Organisation for this project.

I confirm that this application is made with the knowledge and approval of the legal head of the organisation, and endorse this application and agree to the following conditions:

- Acknowledge and understand that all applications become the property of FRRR and Gardiner Foundation and that it may be provided to other funders;
- Provide permission for FRRR and Gardiner Foundation to contact them in relation to this application;
- Agree to inform FRRR if the organisation has a significant change to its governance and/or financial situation
- Agree that if successful, to provide banking details to FRRR within two weeks of receiving notification of the grant
- Agree that if successful, to expend funding within 12 months as per the terms in the [Grant Conditions](#);
- Agree that FRRR and Gardiner Foundation can publish written content provided by me in this Application and agree to the terms of the [Photo and Audio Release](#) for any attachments I have uploaded.

* I have read and agree to the above

* Name of authorised person completing this certification

* Position

* Date

