

# Economic Development Grant Application Form

## Form Preview

### Eligibility

\* indicates a required field

### Welcome

In applying for an Economic Development Grant from Noosa Council, you will need to briefly provide information about your organisation and your project. Applications must be received prior to the commencement of the project.

Before applying please:

- Review the Noosa Shire Smart Biosphere [Economic Development Strategy](#)
- Review the [Economic Development Grants Policy](#) & [Guidelines](#)
- Talk your project through with a member of Council's Economic Development team by calling 5329 6500 or emailing a brief summary of your project to [economicdevelopment@noosa.qld.gov.au](mailto:economicdevelopment@noosa.qld.gov.au).

Incomplete applications will not be considered.

You will be advised on the success of your application within 30 days from receipt of the application.

### Who at Council did you meet with and discuss this project? \*

### Have you read the Guidelines and are you eligible as per these Guidelines?

- Yes  No

If no, do not proceed with this application

### Confirmation of Eligibility

#### 1. What type of organisation are you? \*

- Not-for-profit organisation  For profit business  Consortium  Other:

For the purposes of this grant program a consortium is an association of two or more individuals, companies, organizations or governments (or any combination of these entities) with the objective of participating in a common activity or pooling their resources to achieve a common goal.

#### 2. What does your organisation do? \*

Summarise your organisations purpose and goals.

#### 3. Does your organisation operate in or from Noosa Shire? \*

- Yes  No

# Economic Development Grant Application Form

## Form Preview

#### 4. Does your organisation have any debt to Noosa Council? \*

- Yes  No  Payment arrangement

#### Have you read the Guidelines and are you eligible as per these Guidelines? \*

- Yes  
 No

If no, do not proceed with this application.

## Contact Details

\* indicates a required field

### Privacy Notice

Council will only use personal information you have provided for the purpose of processing this application and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other local government acts. Your personal information is only accessed by persons authorised to do so. Your personal information is dealt with in accordance with Council's Privacy Policy.

Please note the information provided in this application and in any related documentation and discussions may be provided to members of the assessment panel in order to assist Council in assessing your application.

By submitting this application you consent to Council publishing the organisation's name, the event's name, an event description and Council's funding contribution. This information may also be used for promoting Council's funding programs.

## Applicant Organisation Details

#### 5. Your organisation name \*

Organisation Name

Please use your organisations full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the Office of Fair Trading, ABR, ACNC or ATO.

#### Primary address \*

Address

  

Suburb State Postcode

  

Must be an Australian postcode.

If your organisation operates in multiple locations or from multiple offices, please pick one as your primary address.

#### Applicant website

Must be a URL

# Economic Development Grant Application Form

## Form Preview

### 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.

### 6. 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

## Partners/Collaboration

\* indicates a required field

# Economic Development Grant Application Form

## Form Preview

### 7. Project title:

Provide a name for your project/program/initiative.

### 8a. Anticipated start date

### 8b. Anticipated end date

### 9. Please provide a short summary of your project. \*

Briefly describe your project, its aims and objectives and the community need it addresses.

### 10. How will this project help the local business community or the local economy? \*

Tell us what the impacts and benefits of your your project on the local business environment will be and why it is needed, and why you believe the activities you propose will produce the outcomes you seek.

### 11. How does the project support the Economic Development Strategy? \*

To what extent does the project target the opportunities identified in the Economic Development Strategy? Which specific Priority Action does it support?

### 13. How will you know if this project has been a success? \*

What things does the project need to do to ensure the benefits are received

### Overall, how many businesses will benefit from this particular project in the wider community? \*

An estimate of the number of businesses this will impact

### 14. Demonstrate the capacity of your organisation to successfully deliver the project?

# Economic Development Grant Application Form

## Form Preview

Please provide information about your organisation to demonstrate that you can complete this project.

### Partners/Collaborators

**If your organisation is partnering or collaborating with any organisations to deliver this project, please provide detail.**

Please list the name of the partners/collaborators and what their contribution to the project is

### Budget

**15a. Total Amount Requested**

\$

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

**15b. Total Project/ Program Cost**

\$

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

### Budget

*It is expected that the applicant will make a cash and in-kind contribution to the project. Council will not wholly fund grant projects.*

- Please outline your project budget in the income and expenditure tables below, including details of other funding that you have applied for, whether it has been confirmed or not.
- Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns.
- Use the 'Notes' column for any additional information you think we should be aware of.
- All amounts in this budget must NOT include GST
- Quotes may be requested for any expenditure over \$1000
- The Australian Bureau of Statistics advises the hourly rate for volunteer labour is \$46.00
- Any volunteer hours should be listed in both the income and expenses as in-kind

Your budget **MUST** balance (TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT).

Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly. The total income and expenditure will automatically add up in the totals below the budget table

| 16. Income | \$ | 17. Expenditure | \$ |
|------------|----|-----------------|----|
|            | \$ |                 | \$ |
|            | \$ |                 | \$ |
|            | \$ |                 | \$ |
|            | \$ |                 | \$ |
|            | \$ |                 | \$ |
|            | \$ |                 | \$ |

# Economic Development Grant 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.

### 18. Please attach quotes for those expenditure (cost) items over \$1000

Attach a file:

### Please list any unconfirmed income (eg. Grant income from another source)

### Is there any information you would like to add about the budget or the quotations?

## Certification and Feedback

\* indicates a required field

### Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

**I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the Funding Agreement.**

**I agree \***

Yes

No

**Name of authorised person \***

Title

First Name

Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

**Position \***

Position held in applicant organisation (e.g. CEO, Treasurer)

# Economic Development Grant Application Form

## Form Preview

**Contact phone number \***

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

**Contact Email \***

Must be an email address.

**Date \***

Must be a date

## Applicant Feedback

Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

**Please indicate how you found the online application process:**

- Very easy     Easy     Neutral     Difficult     Very difficult

**How many minutes in total did it take you to complete this application? \***

Estimate in minutes i.e. 1 hour = 60 minutes

**Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.**