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| **DETAILS OF ORGANISATION** | |
| **Name of Organisation** |  |
| **Trading Name of Organisation (if applicable)** |  |
| **Address** |  |
| **Organisation Website** |  |
| **Organisation Commencement Date** |  |
| **Brief Description of the Organisation** |  |
| **ABN** |  |
| **Registered Status** |  |
| **Organisation Classification** |  |
| **Name of CEO/Senior Administrator** |  |
| **Position (if not the CEO)** |  |
| **Phone Number** |  |
| **Email** |  |
| **Number of FTE Staff** |  |
| **Number of Volunteers** |  |
| **Total Volunteer Hours per year** |  |

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| **DETAILS OF GRANT** | |
| **Title of grant proposal** |  |
| **Select the focus area that is best suited to this application** |  |
| **Select a specific activity that the grant will support** |  |
| **Select the category which best describes how the grant will be used** |  |
| **Select a State (or States) where the grant will be used** |  |
| **Select the area (or areas), if applicable** |  |
| **Select the specific beneficiary group your application targets** |  |
| **Select the specific gender group your application targets** |  |
| **Select the specific age group your application targets** |  |
| **Select a focus area for the grant** |  |
| **Grant period from (approx)** |  |
| **Grant period to (approx)** |  |
| **Grant amount requested** |  |
| **Total cost of initiative** |  |

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| **DETAILS OF GRANT** | |
| 1. **Summary statement  (50 words max)** |  |
| 1. **What is the opportunity (issue) or item that the grant will fund and why is it needed?**   **(200 words max)** |  |
| 1. **How many people (if any) will this initiative support?**   **(please estimate)** |  |
| 1. **Describe the short-term objectives of this initiative (100 words max)** |  |
| 1. **How will this initiative be undertaken?**   **(200 words max)** |  |
| 1. **What will be monitored and evaluated and how will this be done?**   **(200 words max)** |  |
| 1. **How will the results be used?**   **(100 words max)** |  |
| 1. **If you are collaborating or consulting with other organisations to develop and deliver this initiative, please list the names of these organisations here.**   **(50 words max)** |  |
| 1. **What are the plans for this initiative after the funded work is complete?**   **(200 words max)** |  |

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| **GRANT BUDGET** | | |
| **INCOME** | Amount requested from Collier | $ |
|  | Cash from your organisation | $ |
|  | In-kind support from your organisation | $ |
|  | Total cash from other organisations (Govt, Foundations, etc) | $ |
|  | Other cash contributions | $ |
|  | Other in-kind contributions | $ |
|  | Other income | $ |
|  | **Total** | **$** |

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| **Details of funding from other organisations** |
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| **GRANT BUDGET** | | |
| **EXPENSES** | Administration and overheads (supplies, postage etc) | $ |
|  | Equipment/infrastructure | $ |
|  | Events | $ |
|  | Information technology | $ |
|  | Marketing | $ |
|  | Program | $ |
|  | Project management | $ |
|  | Research | $ |
|  | Training / Professional Development | $ |
|  | Salaries | $ |
|  | Travel | $ |
|  | Other expenses | $ |
|  | **Total** | **$** |

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| **Additional Information** |
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| **FINANCIAL DETAILS** | | |
| **Financial Year End** [date of the most recent audited accounts] | |  |
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| **BALANCE SHEET** | Total Current Assets | $ |
|  | Less Total Current Liabilities | $ |
|  | **Net Current Assets (CA - CL)** | **$** |
|  |  |  |
|  | Total Assets | $ |
|  | Less Total Liabilities | $ |
|  | **Net Assets (assets - liabilities)** | **$** |

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| **SURPLUS / (DEFICIT)** | Total Annual Income | $ |
|  | Less Total Annual Costs | $ |
|  | **Operating Surplus/ (Deficit)** | $ |
|  | Net Non-Operating income & expenses | $0 |
|  | **Net Surplus/ (Deficit)** | **$** |

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| **Breakdown of Income** | Government Grants | % |
|  | Donation/Grants/Bequests | % |
|  | Revenue from Operations | % |
|  | Any Other Income | % |
|  | **Total** | **%** |

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| **GRANT SIGN OFF** | |
| **Submitted Name** |  |
| **Submitted Position** |  |
| **Submitted Date** |  |
| **Feedback on application process (optional):** | |