

Queensland Country Bank Good for Good Community Grants Application Guide





Queensland
Country Bank



Application Preparation Guide

Queensland Country Bank Good for Good Community Grants

Since 2005, we've injected \$3 million back into Queensland through our community grants program. It's one of the ways we aim to provide a helping hand to community groups across the state.

To assist with assessing grant applications, we want to get to know your organisation and the proposed project. This document is designed to help you collate some of the information you may need to complete your application.



Figure 1 (above): Fuel For Schools received grant funding to purchase a van, supporting them to provide food for school kids. Figure 2 (below, left): Far North Queensland Wildlife Rescue received funding to support wildlife carers with resources. Figure 3 (below, right): Charters Towers Civic Club received funding to install solar power at the club.



1800 075 078 • queenslandcountry.bank

PO Box 679 Aitkenvale QLD 4814 • Level 1, 333 Ross River Road, Aitkenvale QLD 4814

Queensland Country Bank Limited ABN 77 087 651 027 | AFSL/Australian Credit Licence 244 533



**Queensland
Country Bank**



Application Preparation Guide

Queensland Country Bank Good for Good Community Grants

Note: This guide contains general application preparation information only. Each year the community grants terms, conditions and eligibility criteria are reviewed and may be subject to change.

You may need to provide the following information:

1. About the Primary Contact Person for the grant application

- Title, name and position within the organisation.
- Contact details and address.

2. About the Organisation/Community Group

- Organisation name and location details.
- ABN and ATO registration status.
- Provide a brief overview of the organisation or community group (its core services and purpose, how many members within the organisation, the common activities carried out by the group).
- A copy of the group's Constitution OR Replaceable/Model Rules to substantiate the group's not-for-profit status.
- Links to the organisation's social media pages and website (if applicable).

1800 075 078 • queenslandcountry.bank

PO Box 679 Aitkenvale QLD 4814 • Level 1, 333 Ross River Road, Aitkenvale QLD 4814

Queensland Country Bank Limited ABN 77 087 651 027 | AFSL/Australian Credit Licence 244 533



**Queensland
Country Bank**



3. About the Organisation/Community Group's project and intended use of grant funding

- Prepare a one-sentence summary of the project.
- Tell us about your project and its objectives including the short and long-term benefits, and how it will create a lasting impact.
- How is your project addressing a need or opportunity in a practical, new and engaging way within the community?
- How will this project inspire everyday lives within the community?
- Is there a foreseeable risk the project won't be completed within 6 months once funding has been received? If so, you'll need to tell us about this risk and how you plan to manage it.
- Name the stakeholders who are integral to the implementation of this project.

4. About your budget

- How much total grant funding are you seeking? (including GST)
- What is the total cost of your project?
- Project cost summary and itemised project costs.
- If available, you may attach your quotes or documents to support your project costs.
- Does the total project cost exceed the amount of grant funding requested? If so, tell us how the organisation plans on managing the excess project costs.
- Are you receiving/seeking any additional funding from other sources? If so, tell us who have you sought funding from, how much have you applied for and when will you know the outcome of your application.



**Queensland
Country Bank**



5. Documents and files you may need to prepare

- ✓ A copy of your Constitution OR Replaceable/Model Rules to substantiate your groups not-for-profit status.
- ✓ Organisation promotional image (optional).
- ✓ Quotes or documents to support your project costs (if available)

1800 075 078 • queenslandcountry.bank

PO Box 679 Aitkenvale QLD 4814 • Level 1, 333 Ross River Road, Aitkenvale QLD 4814

Queensland Country Bank Limited ABN 77 087 651 027 | AFSL/Australian Credit Licence 244 533