



Mackay Community Foundation 2020 Grant Program

Not-for-profit organisations in the Mackay region are invited to apply to Mackay Community Foundation for their 2020 Grant program.

The Foundation may distribute up to \$86,000 in grant funding in this round and is seeking applications for one-off projects. It is expected that most applications will be in the vicinity of \$15,000 - \$20,000 although projects of a more significant amount will be considered.

The Mackay Community Foundation is required to apply funds towards the aid, relief, or support of persons in distress in Mackay and surrounding districts. The Foundation supports projects that assist our Community through education, provision of care, housing or provide other assistance to those who face disadvantage.

In 2020 the Foundation has identified as its priorities projects that provide relief or recovery from Covid 19 community impacts or address the issues identified in the [Mackay Vital Signs](#) report. Applications that demonstrate a clear link to one of these priorities will be highly rated.

Successful projects need to:

- Build social capital, capacity and /or resilience within the Mackay community;
- Give consideration to not duplicating an existing service offering but a collaborative delivery method with other local service providers.
- Deliver economic benefits to the community and support local suppliers; and
- Be delivered by June 2021.

The following will not be considered for funding:

- Permanent, ongoing salaries/wages for staff although short term Project based wages are acceptable;
- Recurrent costs associated with day-to-day operations;
- Retrospective funding;
- Items/programs that are the core business of a Government Department;
- Business / Commercial ventures;
- Clubs that have a Gaming Machine licence;
- Projects that do not involve the Mackay region; and
- Projects that are inconsistent with Mackay Community Foundation objectives.

A list of the applications we have funded for the past years can be found in previous Annual Reports found on our website www.mackayfoundation.com.au

In completing your grant application, please respond to every question and provide sufficient detail to ensure MCF is able to gain a complete understanding of your

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organisation and the project for which you are seeking funding. We also require an explanation as to how your project fits into our aim listed above.

Project applications above \$10000 will be required to include a copy of their latest audited statements.

If you do not have Deductible Gift Recipient 1 Status with the Australia Tax Office please contact us prior to completing an application to discuss your project as we may not be able to support non DGR organisations due to government regulations.

Grant applications may be lodged by mail, fax or email, and must be received by the closing date, **5.00pm on 5 June 2020**. The completed grant application form should be sent to:

The Chair, Mackay Community Foundation

Postal: Mackay Community Foundation, PO Box 870, Mackay QLD 4740

Email: admin@mackayfoundation.com.au / Fax: 07 4968 3154

For further information about the Mackay Community Foundation Grant program contact Adrienne Rourke 0409 494 866.

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2020 Grant Application Form

The organisation

1. Legal Name of organisation	
2. Contact person for this application	
3. Email address	
4. Telephone number	
5. Postal address of the organisation	
6. Street address of the organisation	
7. Organisation ABN*	
8. Is your organisation registered for GST?*	Yes / No
9. Does your organisation have Deductible Gift Recipient Status (DGR)?*	Yes / No If Yes, please provide evidence of your status.
10. Is your organisation a Tax Concession Charity (TCC)*	Yes / No If Yes, please provide evidence of your status.
11. Outline the nature of your organisation and its primary purpose (including the demand for your service and the staff/management involved with your organisation, and governance of organisation).	

*These details can be found by search by business name at www.abr.business.gov.au

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The Project

12. Project title	
13. Project Brief. Please provide: <ul style="list-style-type: none">- Summary of the project- Project objectives and aims- Evidence of identified need/gap in market- Information about how this project will deliver longer term economic benefit to the Mackay Community	
14. What is the proposed start date and completion date for the project?	
15. How did you identify the need/gap for this project? What specific issue are you expecting to address? How will you work with other community groups to ensure the success of this project? Please provide letters of support from other community groups that also support the need for this project.	
16. Provide a description of activities to be undertaken as part of the project.	

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17. Describe your target group. How many will benefit from your project? Who will benefit and how?	
18. Where will the project take place?	
19. List who will be involved in your project (including support from other community groups)	
20. How will the success of the project be monitored and evaluated?	
21. Provide information about expected outcomes and project milestones.	
22. Amount requested from Mackay Community Foundation	
23. Detail other grants or subsidies you are seeking to fund this project?	
24. Total project cost?	
25. If application is in excess of \$10000 can you provide a copy of your latest audited statements with this application?	

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<p>26. Will you be able to provide a brief project update by September 2020 for use by the Foundation for reporting and/or marketing purposes?</p>	
<p>27. Should you be successful with this application are you willing to be involved in publicity regarding the Foundation grants? This may include displaying promotional materials & participating in Foundation fundraising activities.</p>	
<p>28. What communication means do you have to publically acknowledge grants and support you receive?</p>	

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Project Budget:

ALL figures should exclude GST (if you are registered for GST 10% will be added to the approved amount). Please provide a quote for items over \$1000.

PROPOSED PROJECT EXPENDITURE	\$
EQUIPMENT/ ASSET ITEMS	
Details	
ADMINISTRATIVE COSTS	
Stationary/printing	
Venue Hire	
Catering	
Other	
PROJECT SPECIFIC RESOURCES	
Details	
OTHER COSTS	
Details	
EQUIPMENT/ ASSET ITEMS	
Details	
TOTAL	\$

PROPOSED PROJECT INCOME	\$
GRANTS	
Mackay Community Foundation	
Details of other Grants	
OTHER CONTRIBUTIONS	
Cash	
In Kind	
SPONSORSHIP/DONATIONS	
Details	
OTHER SOURCES OF INCOME	
TOTAL	\$

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Organisation Declaration

To be signed by the Chair or Chief Executive of the organisation or an authorised person.

- I declare that I am currently authorised to sign legal documents on behalf of the organization.
- I declare that all the information provided in this application is true and correct.
- I give permission to Mackay Community Foundation to contact any persons or organisation in the assessment of the application and understand that information may be provided to other organisations, as appropriate.

Signature _____ Date _____

Name _____

Position _____

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