Eligibility

* indicates a required field

Introduction

As part of the Tasmanian Government's 2030 Plan, a 2024 State Election Commitment was made to provide $1 million to retain all increased emergency food relief funding for a further year while a new whole-of-government Strategy is developed to continue the significant shift from food relief to food resilience in our State.

Of this $1 million, $500,000 was committed to Loaves and Fishes Tasmania to retain increased food relief funding, and the remaining $500,000 is committed to this Tasmanian Community Food Relief Grants Program 2025 (Program).

The Program purpose is to fund not-for-profit Tasmanian community organisations that currently provide food relief directly to members of their local community, to increase the provision of direct food relief for people in need.

Funding is primarily for food relief, including ready-to-eat meals and/or food hampers.

Ready-to-Eat Meals

For ready-to-eat meals, funding may be provided for the:

- Purchase of ingredients and packaging to prepare ready-to-eat meals.
- Costs of delivery of pre-packaged meals.
- Purchase of additional storage items such as freezers or shelving to enable the organisation to provide food relief.

Ready-to-eat meals must be prepared in accordance with food safety standards and Australian Dietary guidelines.

Ready-to-eat meals can be either served on-site or pre-packaged.

Food Hampers

For food hampers, funding may be provided for the:

- Purchase of food staples such as fresh fruit and vegetables, pasta, rice, cereal, flour, butter, milk, and including food for those with cultural, medical, or dietary needs (excluding alcohol).
- Costs of delivery of food hampers.

Low-cost or free food hampers can be either served on-site or pre-packaged.

Confirmation of Eligibility

I confirm, as an authorised representative of the organisation, that:

- **I have read and understand the program Guidelines; and**
- **that the organisation:**

- Is a not-for-profit organisation that delivers food relief to Tasmanians; being an organisation that delivers community support, services and/or programs to Tasmanian's; and
- Holds a currently active Australian Business Number (ABN);

AND be one of the following:

-
  - An incorporated organisation, or auspiced by a not-for-profit legal entity;
  - Other legal entity;
  - A parents and friends association;
  - A not-for-profit organisation; or
  - A not-for-profit company registered under company law.

NOTES:

Eligible organisations who are successfully awarded a grant are required to hold and maintain appropriate public liability insurance. Applicants will be required to provide a copy of the organisation's public liability insurance as part of this application.

Applicants with outstanding reporting or acquittal obligations for other Department of Premier and Cabinet grants may still apply and be successful in being awarded a grant, but will not receive funding under this Program until the current obligations are met.

Please select below: *
○ Yes   ○ No
You must confirm that all statements above are true and correct.

Contact Details

* indicates a required field

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the Australian Privacy Principles (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012.* For more information, go to Tasmanian Government Personal Information Protection (www.tas.gov.au).

Please note by submitting this application form you:

- are agreeing to allow Department of Premier and Cabinet to share your information for the purposes of assessing your grant application, and
- acknowledge that some information in relation to this grant such as the recipient's name, funding purpose, amount, location and any other details the department may consider appropriate will be made public as part of a fair and transparent process when disbursing public funds.

Application Organisation Details

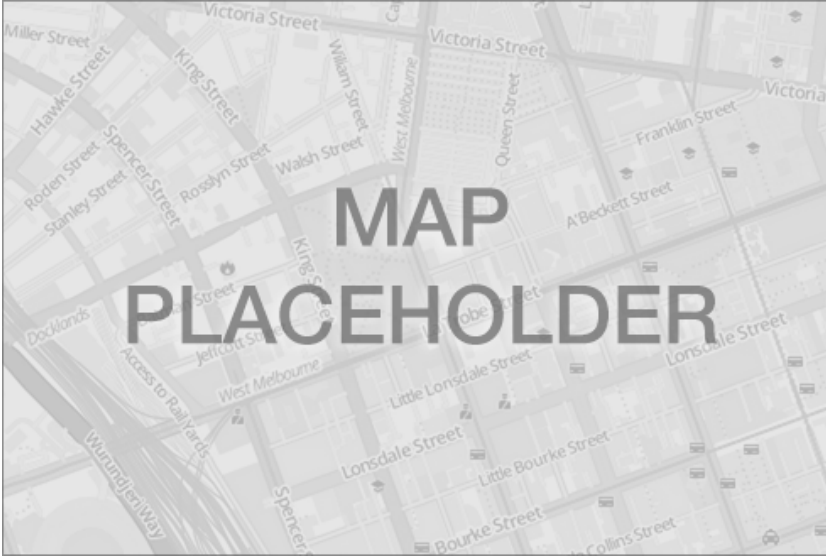**Organisation Name** *
Organisation Name

Please use your organisation's full legal name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Organisation Primary Address *
Address

Select "can't find your address" to manually enter your Primary Address

Primary Contact Person *

Title   First Name   Last Name

This is the person we will correspond with about this grant.

Are you a recipient of a current DPAC grant? *
○ Yes   ○ No

Position Held in Organisation *

e.g. Manager, Board Member, Fundraising Coordinator

Primary Phone Number *

Must be an Australian phone number.

Primary Email Address *

Must be an email address.
This is the address we will use to correspond with you about this grant.

Organisation Alternative Contact

A person that may be contacted in regard to this grant e.g. CEO, Treasurer, Finance Officer, Executive Assistant etc.

Name - Alternative Contact *

Title   First Name   Last Name

In addition to the applicant or primary contact.

Position *

Phone Number - Alternative Contact *

Must be an Australian phone number.
In addition to the applicant or primary contact.

Email - Additional Contact *

Must be an email address.
generic organisation email preferred, ie info@organisation.org

Organisation Details

* indicates a required field

Does your organisation have an ABN? *
○ Yes   ○ No

Enter your organisations 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	More information
ACNC Registration	
Tax Concessions	

Main business location

Must be an ABN.

Public Liability Insurance

Your organisation must have appropriate Public Liability Insurance to cover the event planned. Please provide a copy of this certificate of currency below.

Upload files *

Attach a file:

Organisation Bank Details

Please provide a bank account for the organisation that you wish to receive the funds if your organisation is successful in the assessment process.

Please note that providing the organisation bank details does not automatically mean that your organisation will be successful in receiving the grant.

Applicant Primary Bank Account *

Account Name

BSB Number   Account Number

Must be a valid Australian bank account format.

Project Details

* indicates a required field

Project Title *

Provide a name for your project, event, activity or program, your title should be short but descriptive

Project Start Date *

Must be a date and no earlier than 1/5/2025.

Project End Date *

Must be a date and no later than 30/9/2025.

Please provide a brief overview of your food relief project *

Word count:

This is meant to be a brief summary that can be used for internal purposes - include what the grant will enable you to DO - ie enable purchase of X, carry out service Y, facilitate Z (it may be a single or several purposes)

Does your project aim to provide: *
- ○ Ready-to-eat meals only
- ○ Food hampers only
- ○ Both ready-to-eat meals and food hampers

Assessment Criteria

Please note that meeting all eligibility criteria does not automatically mean that a grant will be approved.

Below is a list of criteria that will be used to assess applications. Each criterion is weighted equally, and assessment will be based on the level of detail and evidence provided by the applicant against the following criteria.

You can upload supporting documentation or evidence to support your answers below Criteria 5.

Criterion 1: Demonstrated Need *

Word count:

For the purposes of this Grants Program, 'local community' is considered to be the local government municipal area. It is expected that the majority of people accessing those services live in the municipal area

Criterion 2: Planning and Delivery *

Word count:

Please focus on non-financial resource planning here

Criterion 3: Benefit to the Community *

Word count:

Criterion 5: Applicant Sector Collaboration, Capability and Capacity *

Word count:

Supporting Documentation

In support of your responses, you may upload supporting documentation as evidence to support your answers.

Please note upload limit per file is 25MB. File types supported:

Supporting Document 1
Attach a file:

Supporting Document 2
Attach a file:

Supporting Document 3
Attach a file:

Supporting Document 4
Attach a file:

Supporting Document 5
Attach a file:

Criterion 4: Value for Money

The following sections are assessable under Criterion 4:
- Rationale
- Cost Estimates
- Budget Totals

Rationale *

provide a brief overview of your financial plan for your proposal

Cost Estimates

*Please outline your project budget in the table below, you can add as many lines as you need by clicking the **'Add More'** button.*

Approximate details only are required.

Expenditure Line Item	Expenditure Amount
	Must be a dollar amount.

Budget Totals

Total Expenditure Amount *

This number/amount is calculated.
What is the total budgeted cost (dollars) of your project?

Total Amount Requested *

Must be a whole dollar amount (no cents) and no more than 10000.
What is the total financial support you are requesting in this application?

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 letter of approval.

I agree *   ○ Yes   ○ No

Name of Authorised Person *

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

Position *

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

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

You are nearing the end of the application process. 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? *

Must be a number.
Estimate in minutes i.e. 1 hour = 60

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

Ineligible Application

Your application is ineligible

Your response to the 'Confirmation of Eligibility' question indicates that you are not eligible to apply for this grant.

Should you wish to discuss the eligibility for this program please **contact Community Grants on 1800 204 224.**

Please note that you may SUBMIT this application form however, unless you are able to confirm your eligibility on page 1 of this application form, your application will be deemed ineligible and will not be considered for funding.

Thank you for taking the time to review and consider this program.

Application Ineligible - Confirmation is Required

Your application is ineligible

Your response of 'No' to the 'Certification' of your application question indicates that you are not eligible to apply for this grant and you are declaring that the information provided in the application is not true and correct, and/or you are not accepting the terms and conditions of the grant program.

Please note that you may SUBMIT this application form however, unless you select 'Yes' to the application 'Confirmation' question, your application will be deemed ineligible and will not be considered for funding.

Should you wish to discuss your application please **contact Community Grants on 1800 204 224.**

Thank you for taking the time to review and consider this program.