

2024-2025 Teddy Sheean VC Memorial Grants Program - Round 1 Form Preview

Eligibility

* indicates a required field

Introduction

The Teddy Sheean VC Memorial Grants Program 2024-25 - Round 1 will provide funds to Tasmanian Ex-service organisations and clubs for:

- minor capital works and/or refurbishment;
- equipment purchases;
- welfare initiatives for veterans.
- repair and maintenance of war memorials; and
- construction of new war/service memorials in Tasmania.

The total funding pool for Round One is \$50,000.

- Grants of up to \$10,000 are available for minor capital works and/or refurbishment.
- Grants of up to \$5,000 are available for equipment purchases.
- Grants of up to \$5,000 are available for welfare initiatives.
- Grants of up to \$5,000 are available for the repair and maintenance of existing war memorials, and the construction of new memorials.

Applicants may request funding in any or all categories but a maximum of \$15,000 is available per recipient.

IMPORTANT

Before completing this form, please read the [Guidelines - 2024-25 Teddy Sheean VC Memorial Grants Program - Round One](#).

Applications must be received by **2:00 pm on Thursday, 29 August 2024**. Late applications will not be accepted.

Applications cannot be assessed unless they are complete and all requested information has been provided.

Please call Community Grants on 1800 204 224 if you have any questions or require any assistance with the application process.

We anticipate that outcomes will be announced no later than mid-November 2024.

Confirmation of Eligibility

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

- I have read and understand the program Guidelines,
- I am able to demonstrate alignment between the project and the aims of this program, and
- the project is located in Tasmania and has not already commenced or been completed.

I also confirm that the organisation meets one of the following criteria:

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Minor capital works and equipment purchase

- Open to RSL clubs, RSL sub-branches, and ex-service clubs and organisations*.

Welfare Initiatives

- Open to RSL clubs, RSL sub-branches, ex-service clubs and organisations (note, for-profit organisations and businesses can only apply for funds that will directly support veterans. Grant funds cannot be used to pay for salaries or other operational expenses)*.

War Memorials – Repair, maintenance and construction

- Open to RSL clubs, RSL sub-branches, and ex-service clubs and organisations*.
- Open to not-for-profit organisations, local councils and schools.
 - These organisations must demonstrate that they are responsible for the maintenance of the memorial, and do not have a dedicated source of funding to undertake repairs; and
 - Higher priority will be given to organisations that demonstrate support (such as a letter of support) for the project from an RSL or ex-service organisation.

Not-for-profit organisations must be incorporated.

* Ex-service clubs and organisations that are not directly associated with an RSL sub-branch or an ex-service organisation must demonstrate evidence of organisational commitment to the ex-serving community - for example, a copy of the constitution.

Please note: State and Australian Government agencies, tertiary institutions, political parties, for-profit organisations and individuals/sole traders are **not** eligible to receive funding.

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 \(www.tas.gov.au\)](http://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.

Applicant Organisation Details

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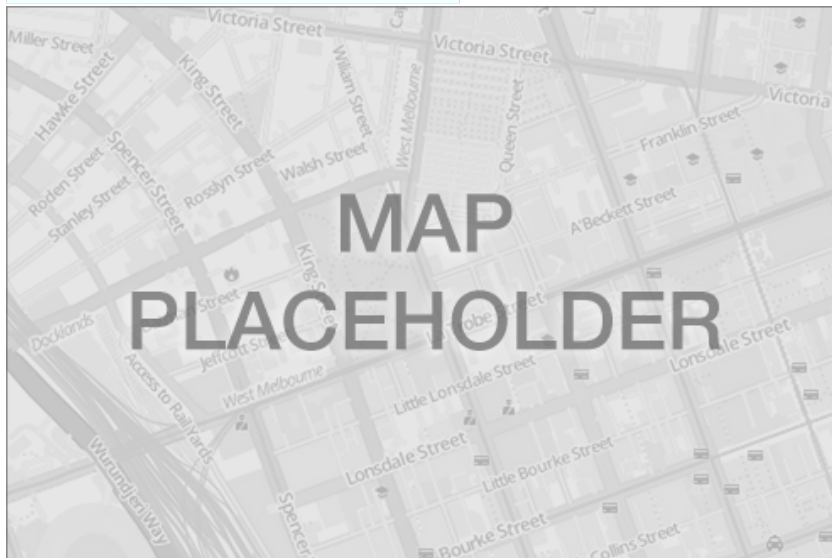
Applicant organisation name *

Organisation Name

Please use your organisation's full 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.

Applicant Primary Address (this should be your organisations physical address) *

Address

**Applicant Postal Address**

Address

Country must be Australia

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 ***Primary contact person's email address ***

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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 should the primary contact is unavailable, 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 *

Position within this organisation

Phone- Additional Contact *

Must be an Australian phone number.

Email - Additional Contact *

Must be an email address.

In addition to the applicant or primary contact.

Organisation Details

* indicates a required field

Incorporated Status

To lookup up you eligibility as an Incorporated Entity click the following link [ASIC Lookup](#)

Are you an Incorporated Entity? *

☐ Yes ☐ No

If your organisation is unincorporated it must have an auspice organisation. Contact Community Grants to discuss further.

Please select the description that best describes your organisation? *

- ☐ RSL Club
- ☐ RSL Sub Branch
- ☐ Ex-service club and/or Organisation
- ☐ Not-for-profit Organisation
- ☐ Local Council
- ☐ School

Please choose the option that best applies to your organisation.

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Does your organisation have an ABN? *

☐ Yes

☐ No

ABN

Applicant 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.

How many members does your organisation have?

Must be a number.

How many members use the property regularly? (monthly?)

Must be a number.

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.

Organisation Bank Account *

Account Name

BSB Number

Account Number

Must be a valid Australian bank account format.

Public Liability Insurance

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You must have appropriate levels of Public Liability Insurance for the purpose of this grant application.

Upload copy of Public Liability Insurance *

Attach a file:

Annual Report

If your organisation produces an annual report you may provide a link to or attach a copy of your most recent Annual Report to support your application.

If your organisation does not produce an annual report, please provide us with your most recent financial statements (may include a Profit and Loss Statement / Statement of Financial Performance and a Balance Sheet / Statement of Financial Position).

Upload copy of Annual Report

Attach a file:

OR

Please provide a weblink to your annual report

Must be a URL.

Project Details

* indicates a required field

Name of Project *

Must be no more than 20 words.

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

Grants Options

You may apply for funding in more than one category, but note that the maximum combined grant funding available to each organisation is \$15,000.

- 1.Minor Capital Works and/or Refurbishment (capped at \$10,000)
- 2.Equipment Purchases (capped at \$5,000)
- 3.Welfare Initiative (capped at \$5,000)
- 4.Repair, Maintenance or Construction of War Memorials (capped at \$5,000)

Please select from the options below the funding areas that you are applying for:

*

☐ 1 ☐ 2 ☐ 3 ☐ 4

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Please provide a brief description of the project(s) for which you are seeking funds *

Be descriptive, but succinct.

Anticipated start date *

If unknown, provide your best estimate

Anticipated end date *

If unknown, provide your best estimate

Minor Capital Works and/or Refurbishment

How much you are requesting in this application?

Minor Capital Work *

\$

Must be a dollar amount and no more than 10000.

Equipment Purchases

How much you are requesting in this application?

Equipment Purchase *

\$

Must be a dollar amount and no more than 5000.

Welfare Initiative

How much you are requesting in this application?

Welfare Initiative *

\$

Must be a dollar amount and no more than 5000.

Repair and Maintenance, or Construction of War Memorials

How much you are requesting in this application?

Memorials *

\$

Must be a dollar amount and no more than 5000.

Total Amount Request

Total Amount Requested *

\$

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This number/amount is calculated.
Must be a dollar amount and no more than 15000.

Partial Funding

In case of oversubscribed applications, what is the minimum amount that is acceptable for your organisation to produce some benefit towards your requirements?

Minimum Amount Required *

\$

Must be a dollar amount.

Partial Funding Details *

Please outline what aspects of your grant request you are willing to source alternative funding?

Assessment Criteria

* indicates a required field

Assessment Criteria

All applications will be assessed against the below criteria.

You are encouraged to review the program [Guidelines](#) before completing this section.

*If you are applying for funding under multiple categories, please ensure you provide justification for each category in every criterion.

Criterion 1

Criterion 1: *Demonstrated Need*

- Please provide details of the purpose for which you are seeking funds.
- If applying for Capital Works or Refurbishment, please include photos of the infrastructure to be repaired/maintained.

Criterion 1: Please describe the demonstrated need *

Optional - Photographs

Attach a file:

Criterion 2

Criterion 2: *Outcomes for members and/or the local community*

- Please demonstrate how members, veterans and/or the local community will benefit from the outcomes of the project.

Criterion 2: Please describe the outcomes. *

Optional - Please add any supporting documentation for Criterion 2

Attach a file:

Criterion 3

Criterion 3: Capacity to implement the project

- Summarise your project plan, noting timelines, required resources/skills and a budget. (If a budget has been prepared separately - please attach that below)

Criterion 3: Please describe your capacity to implement the project *

Optional - Please add any supporting documentation for Criterion 3

Attach a file:

Criterion 4:

Criterion 4: Value for Money

- Please provide two current quotes for all items that will be potentially funded by this grant program.
- Budget outline.
- Quotations from Tasmanian based businesses are preferable.

(Note that consumable items are ineligible for funding)

Applications from RSL clubs that have commercial enterprises will be viewed more favourably if the club either:

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- Contributes part of the project financial cost
- Contributes other support such as volunteer labour, or
- Organises funding or support from another external source

When assessing the contribution from those clubs, the income derived from commercial enterprises and the current assets will be considered.

Criterion 4: Please describe how your application value for money. *

Budget

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

Approximate details only are required.

Expenditure Description	Expenditure Amount	Expenditure Type	Quote Date	Quote Attachment (if there is any)
	Must be a dollar amount.		Must be a date.	

Optional - Please add any supporting documentation for Criterion 4 **Total Requested Amount**

Attach a file:

This number/amount is calculated.

Other Supporting Documentation

This section can be used to attach letters of support, quotes, offers of assistance such as volunteers or in-kind support and any necessary permissions you need to undertake your project.

Do you have any other extra documents to support your applications? *

☐ Yes

☐ No

Additional Attachment

Please provide supporting documentation for your application, you can add as many lines as you need by clicking the **'Add More'** button.

Attachment Description	Attachment

Certification and Feedback

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* 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 *

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)

Contact 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

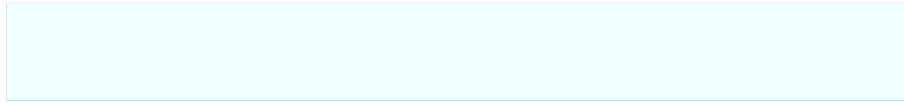
☐ Very Difficult

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 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, 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.