

EASTS LEAGUES FOUNDATION COMMUNITY BENEFIT FUND



EASTS LEAGUES FOUNDATION

COMMUNITY BENEFIT FUND

Mission

To provide an appropriate level of support to Not for Profit organisations who, without this support, would find it difficult to achieve their organisational goals.

Purpose

The Easts Leagues Foundation Community Benefit Fund has been established to provide support to the local community in which we operate.

The Easts Leagues Foundation Community Benefit Fund will provide direct grants for community welfare through charitable organisations to help make our local communities a better place to live, work and play. To that end, the Easts Leagues Foundation Community Benefit Fund supports the efforts of charitable organisations, particularly those with limited resources.

We welcome and invite applications from eligible Not for Profit organisations that provide vital local services within the Eastern suburbs of Brisbane, in the areas of childhood/youth, people with disabilities, environmental care and social/community welfare.

Eligibility

Applicants must demonstrate that they fall within the following eligibility guidelines:

- The applicant is a community based Deductible Gift Recipient; and
- The applicant provides services to the Eastern suburbs community.

Ineligible organisations:

- Sporting organisations.
- Non-deductible gift recipients.

Ineligible projects include:

- General fundraising appeals.
- Overseas travel.
- Projects which are more suited to corporate sponsorship or government funding.
- Funding for individuals.

Assessment

Applicants will be required to submit both an Application Form and written Funding Submission. The Funding Guidelines will assist you to determine your organisation's eligibility for an Easts Leagues Foundation grant.

The written Funding Submission should include an outline of the proposal stating the specific details of funding required and how it will be used.

Your submission must not exceed two (2) A4 pages in length.

This information will be assessed by the Easts Leagues Foundation Board of Trustees who will take into account the applicant's current financial position to assist in establishing a priority of need.

Funding

Grants are generally committed up to a maximum of \$20,000 per application except where it can be proven that meaningful impact will result from the community grant in which case the funds allocated maybe greater.

Funding Guidelines for receiving a grant:

- Applicant is a deductible gift recipient
- Application meets a significant and demonstrable need in the local Eastern suburbs community.
- Application is based on sound research and has a strong likelihood of meeting its objectives.
- Incomplete applications will not be assessed.
- If time constraints apply to the funding, this should be noted in your Application.
- Keep a copy of your Application Form and written Funding Submission for your own records and in case of request.

Preparing the written Funding Submission application:

Provide details about your application in a maximum of two (2) A4 pages or less including:

- A brief history/profile of your organisation, including its objectives and the activities it conducts;
- The number of volunteers and/or paid employees in your organisation;
- What benefit will be gained from the funding, including who it will aid and how the local community will benefit from the project;
- Provide information that will outline and support your organisation's achievements to date; and
- Provide details of any other financial support your organisation receives.

How to Apply:

An application may only be made in writing on the Application Form, which is available online at www.eastsleagues.com.au or is available for collection from Reception at the Easts Leagues Club, Main Avenue, Coorparoo.

We require five (5) printed copies of your application and all must have original signatures.

Evaluation

Each grant application will be considered on its merit against all other applications.

Successful Applications

- Successful applicants will be notified within thirty (30) days of the closing date for applications.
- Successful applicants will be published in external publications, media and listed on the Easts Leagues Club website for public information.

Other Conditions

- Representatives of The Easts Leagues Foundation may visit any applicant at times and on conditions agreed between the parties.
- Not more than 10% of the awarded grant may be spent on administration costs and proof of expenditure of the grant will be required.
- Where support is declined the Board of Trustees does not normally advise the reasons for individual decisions.
Any applicant may apply again for subsequent funding opportunities, under the same conditions of application.



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An initiative of the Easts Leagues Club, Coorparoo

APPLICATION
FORM

Applicants should read the Funding Guidelines carefully before completing this Application Form. For full details please refer to the website www.eastsleagues.com.au
Answer each question fully and submit five (5) copies of requested documents with the Application Form. This original Application Form must be fully completed, signed and submitted with your written Funding Submission and any other required documentation to:

The Trustees

East Leagues Foundation Community Benefit Fund

PO Box 1160 COORPAROO DC QLD 4151.

Incomplete or faxed copies will not be considered for funding.

APPLICATION DEADLINE BY 30th APRIL

ORGANISATION DETAILS (applicant)

Name of Organisation: _____

Postal Address: _____

_____ Postcode: _____

Telephone: () _____

Email Address: _____

ABN: _____

GST Registered: Yes No Income Tax Exempt: Yes No

CONTACT PERSON (For Enquiries during business hours regarding this application)

Full Name: _____

Address: _____

_____ Postcode: _____

Telephone - Business Hours: () _____

Email Address: _____

ACCOUNTABLE OFFICER

Name: _____

Position in organisation: _____

Postal Address: _____

_____ Postcode: _____

Telephone - Business: () _____

Email Address: _____

STATE THE PURPOSE FOR WHICH YOU ARE SEEKING FUNDS -

Maximum two (2) A4 pages of your proposal as a separate attachment

BUDGET

Please list items in priority order, each item should be listed and costed individually. A copy of the selected quotation for each item listed must be attached.

Budget Item	Total Cost (\$)	Total Cost less GST (\$)
Total Funding Required		
Total Grant Sought		

I certify that the information provided in this application is, to the best of my knowledge, true and complete, and that it accurately reflects the financial position of the applicant organisation. I authorise the release of the information contained herein to the appropriate Selection Committee being the Board of Trustees and I authorise the Board of Trustees to make further enquiries where necessary. In addition, I agree to include details of this project to be utilised in external marketing or publications eg. media releases and website.

Date: _____ Applicant's signature: _____

FINANCIAL AND LEGAL DOCUMENTS

Please attach five (5) copies of the documents in this order:

- Application Form - all copies to have original signatures
- Funding Submission - Maximum two (2) A4 pages of your proposal as a separate attachment
- Certificate of Incorporation
- List of Current Management Committee, Board or similar
- Statement of supply - where an organisation does not have an ABN
- Latest Audited Financial Statement for the organisation
- Quotations for project costs (if applicable)
- Copy of plans/drawings (if applicable)
- Verification of deductible gift recipient status

Other comments: _____

Date: _____ Signature: _____