

Civic Support Fund Application Form

Form Preview

Civic Support Fund Introduction

* indicates a required field

Civic Support Fund Policy

You **must** read the Civic Support Fund Policy before submitting your application. Follow the link below to find the Policy document:

[Civic Support Fund Policy](#)

This policy provides a transparent and accountable framework for the allocation of discretionary funds by Monash City Council (Council), particularly in the case of applications that are not already covered in Council's formal grants program. It ensures funding decisions align with Council's strategic objectives, comply with legislative requirements, and are made through a fair, transparent and consistent process.

*

☐ I have read and agree to comply with the Civic Support Fund Policy.
You must agree to continue your application.

*

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Civic Support Fund Application

* indicates a required field

Applicant Details

Applicant Name *

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Application Contact (if different from above)

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Applicant Position

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Applicant Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Applicant Primary Phone Number *

Must be an Australian phone number.

Applicant Primary Email *

Must be an email address.

Organisations

----- _Organisations (1)

Are you an Incorporated Association?

☐ Yes ☐ No

If yes, you will be asked for proof of incorporation.

If yes, what is your incorporated association registration number?

Word count:

----- _Organisations (2)

Are you an Incorporated Association?

☐ Yes ☐ No

If yes, you will be asked for proof of incorporation.

If yes, what is your incorporated association registration number?

Word count:

----- _Organisations (3)

Are you an Incorporated Association?

☐ Yes ☐ No

If yes, you will be asked for proof of incorporation.

If yes, what is your incorporated association registration number?

Word count:

Gambling Declaration for Organisations/Groups

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I declare that in line with Council's Public Health Approach to Gambling Harm Policy, this group does not regularly meet in, promote, or advertise gambling venues; funding will not be used in gambling venues.

Do you agree with the above declaration.

- ☐ Yes
☐ No

Individuals

Please attach any proof of support from incorporated group.

Attach a file:

Project/Activity Details

*** indicates a required field**

About the Project/Activity

Project Title *

Must be no more than 250 characters.

Estimated Project Start Date

Must be a date.

When will this project/activity start?

Estimated Project End Date

Must be a date.

When will this project/activity end?

Short project description *

Word count:

Must be no more than 120 words.

Provide a short description of your project - what are you out to do?

Clearly define connection to Monash City Council

Word count:

Must be no more than 150 words.

How do you or your project relate to Monash?

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Describe the expected benefit to the Monash community

Word count:

Must be no more than 200 words.

Include who will benefit and how.

Briefly describe your capacity to deliver the project

Word count:

Must be no more than 150 words.

How will you ensure that this project is delivered successfully and safely?

Audience

Who is the target audience of this project/activity?

Word count:

Must be no more than 100 words.

Who will participate in the project? Think about age groups, cultures, language groups, people experiencing specific situations, or in certain suburbs.

Estimated Number of Participants

Include how many people will be involved in organising, attending, and evaluating the project/activity.

Financial Details

* indicates a required field

Funding amounts

- **Incorporated associations:** up to \$1000 in cash and up to \$1000 in-kind hall hire.
- **Individuals:** up to \$500 in cash.

We may consider larger requests if there is a clear and compelling reason.

Total Amount Requested *

Must be a dollar amount.

What is the total financial support you are requesting in this application?

What is the purpose of the funding? *

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Please attach any quotes or evidence of costs

Attach a file:

Budget Breakdown

Please describe how the funding will be broken down.

Expenditure	\$
	Must be a dollar amount.

Budget Totals

Make sure that this amount equals the amount that you have requested. Any funds exceeding this amount will need to be paid by the applicant.

-----Budget Totals (1)

Total Expenditure Amount (as per Budget Breakdown)

This number/amount is calculated.

-----Budget Totals (2)

Total Expenditure Amount (as per Budget Breakdown)

This number/amount is calculated.

-----Budget Totals (3)

Total Expenditure Amount (as per Budget Breakdown)

This number/amount is calculated.

-----Budget Totals (4)

Total Expenditure Amount (as per Budget Breakdown)

This number/amount is calculated.

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-----_Budget Totals (5)

Total Expenditure Amount (as per Budget Breakdown)

This number/amount is calculated.

Previous Funding

Have you received funding from City of Monash previously?

☐ Yes

☐ No

Please provide details about your previous funding.

When did you receive this funding? How much funding did you receive? What was it for?

Declaration

* indicates a required field

I declare that:

- The information provided in this application is true and correct.
- I understand that if successful, I must use the funds for the approved purpose.
- I agree to submit acquittal documentation, including receipts and a brief report.

I understand that failure to acquit may affect future funding eligibility.

----- (1)

Name *

Date of Declaration *

Must be a date.

----- (2)

Name *

Date of Declaration *

Must be a date.

----- (3)

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Name *

Date of Declaration *

Must be a date.

Privacy Collection Statement

Monash City Council ("Council") is collecting your personal information for the purposes of processing and deciding on your application. As part of the approval process, your personal information, including your name, may be included in a public Council report for Council decision making. Other than as stated, Council will not release or provide your personal information to any other person or body, unless (a) it has been authorised to do so by you, or (b) it is permitted or required to do so by law, or (c) it is appropriate or required in the performance of the functions of Council. If you do not supply the requested information, we may not be able to provide you with the service and/or fulfill our statutory responsibilities. You may gain access to your personal information by contacting Councils Privacy Officer via telephone on 9518 3555 or email at mail@monash.vic.gov.au.

Further details are available at the Privacy page on Councils website (www.monash.vic.gov.au).