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Expression of Interest Stronger Communities Programme Round 3

Must be returned to Rowan's office no later than 5.00pm Friday 18th August 2017

This document **does not** constitute a final application for the Stronger Communities Program. If your expression of interest is successful you will be invited to lodge a full online application.

Instructions

About the Stronger Communities Programme in Grey

The Stronger Communities Programme supports the Australian Government's commitment to deliver social benefits across Australia by funding small capital projects in each of the 150 federal electorates.

Round 3 of the programme will provide \$22.5 million across Australia. Grants will be awarded through a closed non-competitive process where invited applications will be assessed against the programme criteria.

The programme's intended outcomes are to improve local community participation and contribute to vibrant and viable communities.

Your expression of interest will be considered with all others received from the electorate and if successful you will be advised and then invited to lodge an online application for funding under the programme. It is important to note that being invited to submit an application by your MP, does not guarantee that your application will be successful.

Success of your application depends on the completeness and eligibility assessment of the department, any reputational risk to the Australian Government, information you provide, and the availability of grant funds.

Completing this form

By completing this form you are registering interest to Rowan that your organisation wishes to be considered for funding under the programme.

You must read the [programme guidelines](#) before filling out this application to ensure your organisation meets the criteria for funding.

Disclosure of personal and confidential information

The Commonwealth's use and disclosure of both your personal and confidential information (provided in this application or otherwise) is set out in the Stronger Communities Programme guidelines. Ensure that you have read this document and understand the information contained therein. For further information regarding the Department of Industry, Innovation and Science's (the department's) obligations in accordance with the Privacy Act, refer to the department's [Privacy Policy](#)¹:

Getting help

If you require assistance please call my office on the numbers provided at the front of this form.

You should also read and understand the programme guidelines before completing an application. View these documents at business.gov.au

¹ <https://industry.gov.au/Pages/PrivacyPolicy.aspx>

Submitting your expression of interest

Expressions of interest may be submitted to Rowan's office at any time up until 5.00pm 14th August 2017.

If successful you will then be invited to lodge an online application which must be completed before 5.00pm AEST on 28th September 2017

A. Eligibility

This section will help you determine whether you are an entity eligible for the programme.

A.1. Eligible applications

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<p>▪ Is your organisation a local government agency or body?</p> <p><i>A local governing body as defined in the Local Government (Financial Assistance) Act 1995 (Cth).</i></p> <p><i>For the purposes of the programme, additional organisations listed in section 6.1 of the programme guidelines are also considered local government bodies.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>
	yes	no
<p>▪ a not for profit organisation that is a legal entity</p> <p><i>You must be a legal entity to be eligible to apply. Before submitting an application, you will need to determine your entity's legal status.</i></p> <p><i>A legal entity is an entity in its own right that has capacity to enter into legally binding agreements or contracts, assume obligations, incur and pay debts, sue and be sued and be held responsible for its actions.</i></p> <p><i>If you are not a legal entity you are not eligible to apply. However, if you have a parent organisation that is a legal entity, they may apply on your behalf.</i></p> <p><i>The parent organisation must apply as the lead applicant and:</i></p> <ul style="list-style-type: none"><i>meet the programme's eligibility criteria</i><i>be the main driver of the project</i><i>submit this application</i><i>if successful, enter into a grant agreement with the Commonwealth</i><i>ensure that the grant is spent on the project and in accordance with the agreement</i> <p><i>You are required to demonstrate your 'not for profit' status through one of the following:</i></p> <ul style="list-style-type: none"><i>current Australian Charities and Not-for-profits Commission (ACNC) registration</i><i>state or territory incorporated association status</i><i>constitutional documents or articles of association that demonstrate the 'not for profit' character of the organisation</i>	<input type="checkbox"/>	<input type="checkbox"/>
	yes	no
<p>▪ a trustee applying on behalf of a property trust</p> <p><i>Trustees of property trusts may only apply where the trust has been established to look after a community facility or asset and the project is directly related to improving that community facility or asset.</i></p>	<input type="checkbox"/>	<input type="checkbox"/>
	yes	no

If you have answered **'yes'** to any of the questions above you are eligible to apply for this programme.

A.2. Additional eligibility criteria

This section will help you determine whether you comply with additional eligibility criteria for the programme.

Do you have an ABN? yes no

If you do not have an ABN you are not eligible to apply.

For trustees applying on behalf of a trust, this refers to the ABN of the trust.

Does your project meet the programme's intended outcomes and deliver social benefits to your local community as described in the [programme guidelines](#)? yes no

Does your project have at least \$5,000 in eligible expenditure? yes no

Do you have a plan and budget for how you will carry out the project? yes no

Are you able to certify that you can meet your share of the funding as outlined in the [programme guidelines](#)? yes no

Total funding for the project from the Commonwealth cannot exceed 50 per cent of the total project cost.

If you answered '**yes**' to all of the questions above you are eligible to apply for this programme.

For further information regarding eligibility requirements refer to the Stronger Communities Programme Round 3 [programme guidelines](#).

B. Applicant information

B.1. Joint applications

Joint applications are acceptable, provided you have a lead applicant who is the main driver of the project and is eligible to apply.

Is this a joint application? yes no

B.2. Type of applicant

In this section you must indicate what type of entity you operate under. All entities must have an ABN.

Select which type of entity your organisation is

a local government agency or body

a not for profit organisation that is a legal entity

If you selected not for profit, how will you demonstrate your not-for-profit status?

current Australian Charities and Not-for-profits Commission (ACNC)

state or territory incorporated association status

other evidence such as constitutional documents or articles of association

Where you select other evidence you must attach this evidence in the form.

a trustee on behalf of a property trust

You must provide evidence that your property trust is responsible for the community facility or asset that is the subject of this application.

B.3. Applicant organisation details

Australian Business Number (ABN)

Australian Company Number (ACN)

If applicable

Legal/ registered entity name

Business/ trading name

Your business may have registered one or more business names. If you operate under a business or trading name enter alternate names here.

GST registered? yes no

B.4. Trustee and trust details

Only a trustee on behalf of a property trust with responsibility for a community asset is eligible to apply.

Australian Company Number (ACN) of the trustee

Australian Business Number (ABN) of the trustee

(if different to trust, otherwise leave blank)

Legal/ registered entity name of the trustee

Business/ trading name

Is the trust GST registered?

yes no

B.5. Address details

Provide your **organisation's street address** (Australian Head Office).

Address

Suburb/ town

State

Postcode

Provide your **organisation's postal address**.

Same as your street address, go to next section.

Different to your street address, provide details below.

Address

Suburb/ town

State

Postcode

B.6. Website or social media platform address

Provide your organisation's website address. Or if you do not have a website, please provide a link to your business' social media platform.

B.7. Project site address

Will your project's activities occur solely at the above listed head office address? yes no

If you answered '**yes**' go the next question. If you answered '**no**' complete the following table.

Project site address must be a street address not postal.

Site address 1

Address

Suburb/ town

State

Postcode

Site address 2

Address

Suburb/ town

State

Postcode

B.8. Project partner organisation details

If in the first question of this section you answered '**yes**' to the question relating to joint applications you are required to provide details of the joint project partner organisations in the following table.

For an explanation of entity types refer to the second question. You may be required to provide further financial details about your collaborative project partners if your application is successful.

No	Australian Business Number	Australian Company Number	Organisation name	Entity type
1				
2				
3				

C.2. Summary of activities and project outcomes

Provide a summary of your project, including the key activities and project outcomes including the social benefits delivered to your community.

C.3. Project plan

Describe how you will carry out the project including:

- who is accountable
- a list of resources
- identification of any constraints

C.4. Fit out, alterations or additions to existing premises

Will your project involve fit out, alterations or additions to an existing premise?

yes no

C.5. Modifications to leased buildings or grounds

Will your project include modifications to a leased building or grounds?

yes no

C.6. Development approvals and other mandatory approvals.

Will your project require a development approval, building approval or other approvals?

You must be aware of and ensure you obtain, any necessary statutory approvals. Where statutory approvals are required for your project you must maintain records of the approvals.

yes no

C.7. Project duration

Your project should be scheduled for completion by 30 June 2018.

Project start date

Project end date

C.8. Project budget

Provide details on your eligible project costs over the life of the project.

Amounts must be GST exclusive. Your project must have at least \$5,000 in eligible expenditure.

Eligible expenditure item	Total
Total Project Cost	\$

C.9. Source of funding

Complete the table below to show how you will fund the eligible project costs.

The Applicant's contribution should include any partner contribution. Amounts must be GST exclusive.

For example, for local government applicants, 'other government funding' could be funding from state government.

a. Applicant's cash contribution (\$A)	\$
b. Applicant's in-kind contribution value (\$A)	\$
c. Programme grant amount sought (\$A)	\$
d. Other non-Commonwealth government funding if applicable(\$A)	\$
e. Other Commonwealth Government funding (if applicable)	\$
Total eligible project costs (\$A)	(minimum \$5,000 thousand) \$

D. Contact details

D.1. Details of primary contact

Person authorised to act on behalf of the applicant.

(Note: You must provide at least one phone or mobile number. Other than title, all the remaining fields below are mandatory unless stated otherwise.)

Provide details of the primary contact.

Title

Given name

Family name

Position title

Phone number

Mobile number

Email address

Provide the postal address of the primary contact

Address

Suburb/ town

Postcode

D.2. Signature

Name of signatory

Email address of signatory

Date

Signature
