FUNDING APPLICATION FORM

(Individual)

# **RURAL AND REGIONAL ADVANCEMENT FOUNDATION**

This application form is for individuals interested in applying for funds from the Mt Burdett Rural and Regional Advancement Foundation (RRAF) for themselves, to pursue an opportunity to increase their skills, education and/or confidence in order to build their capacity to have an increased impact in their community.

Before completing this form, please check the RRAF funding guidelines to check that your concept is likely to fit within our funding criteria. Applications are to be submitted a minimum of 90 days prior to requiring the funding. If your project or requirement for funds falls within this timeframe, please contact our Executive Officer.

If you would like to apply for a project with multiple participants, please use the RRAF Funding Application (Group Projects) form.

Please contact the Mt Burdett Foundation Executive Officer with any queries.

Applications to be submitted electronically to [executiveofficer@mtburdettfoundation.org.au](mailto:executiveofficer@mtburdettfoundation.org.au)

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| APPLICANT DETAILS | | | | | | | |
| Applicant name | |  | | | | | |
| Phone | |  | | | | | |
| Email address | |  | | | | | |
| Postal address | |  | | | | | |
| Physical address | |  | | | | | |
| Target community/town/region | |  | | | | | |
| Are you/your organisation registered for GST? | | | | Yes |  | No |  |
| Current Employer |  | | Position |  | | | |
| What stage are you at in your career? | | | | Early |  | Mid |  |
| *Please note that your name/organisation name and the amount funded may be published on the ACNC website.* | | | | | | | |

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| COMMUNITY MENTOR DETAILS | | | |
| Name |  | | |
| Phone |  | | |
| Email address |  | | |
| Location |  | | |
| Relationship to applicant |  | | |
| Letter of support and commitment from mentor attached? | | Yes |  |

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| A LITTLE ABOUT YOU: Provide a brief, written summary of who you are and what you are passionate about in your community and why. Explain your early-to-mid career? 250 words maximum |
| 250 words maximum |

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| TELL US ABOUT YOUR PROJECT:  * What do you want to do? * Why do you want to do this? * Why does your community need this project? * How will you do it? * A timeline of your project (including starting and completion date) * How does it align with the Mt Burdett Foundation?   500 words maximum | |
| 500 words maximum | |
| START DATE: |  |
| COMPLETION DATE: |  |

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| TELL US HOW YOUR PROJECT WILL MAKE A LASTING DIFFERENCE:How will this project make a difference now?  * How will this project make a difference into the future?   250 words maximum or provide a short (less than 2 minutes) video of yourself answering the above.  Provide the link to the location of your video here. Please use a standard platform, e.g./ One Drive or YouTube |
| 250 words maximum |

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| REPORTING BACK Describe how you will report back to the Foundation on the impact of the funding provided to you.  250 words maximum |
| 250 words maximum |
| ***List 2-4 measurable outcomes which you will be able to comment on in your acquittal/Final Report.*** |

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| APPLICATION BUDGET (Inc GST) Maximum limit per application is $20,000. | |
| **CASH (Inc GST)** | |
| TOTAL PROJECT COST | $ |
| Funding sought from Mt Burdett Foundation | $ |
| Applicant contribution (up to 20% of total cost requested, cash and/or in-kind will be considered) | CASH $ |
| IN KIND $ |
| Funding sought from other project partners (if applicable): | $ |
| **Please provide detail on your budget breakdown** | |
| E.g. course fees, accommodation, travel etc | $ |
|  | $ |
| NB: Successful applicants are advised not to spend or commit to any of the application money until formal documentation is completed and signed by both Mt Burdett Foundation Pty Ltd and the applicant, to the satisfaction of Mt Burdett Foundation Board. Funds will only be provided to the original applicant in line with Mt Burdett funding requirements as advised by the Executive Officer. *If you intend to ask the Foundation to cover travel expenses, please be aware that the acceptable amounts are as follows:*  *Daily allowance for accommodation and meals - $340*  *Regional Airfare: $200 each way*  *Interstate Airfare: $400-$600 each way* | |

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| REFEREES Please provide details of two referees | |
| Name: |  |
| Phone # |  |
| Email Address: |  |
| Occupation: |  |
| Relationship to you: |  |
|  | |
| Name: |  |
| Phone # |  |
| Email Address: |  |
| Occupation: |  |
| Relationship to you: |  |

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| ADDITIONAL INFORMATION You have the option to provide additional information to support your application, such as course brochures, planning documents, etc. Please make note of any relevant attachments below. |
| 250 words maximum |

**DECLARATION**

* I certify that all information provided is current and correct.
* If participating in a course, if I do not fully complete the program, the proportional funds will be returned to Mt Burdett Foundation.
* I understand that the final decision of my application being successful or not, lies with the Board of Directors of the Mt Burdett Foundation. The final decision is not contestable.
* I give permission to Mt Burdett Foundation to contact any relevant persons or organisations in the processing of this application.
* I give permission for the ‘A Little About You’ and ‘Tell Us About Your Project’ sections to be shared with the Foundation’s Social Media Officer for promotion of my grant, should I be successful, on the Foundation website, Newsletter and on Social Media. I also give permission for this person to reach out to me to ask for further information for this purpose.

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| **Signed:** | (type) |
|  | (handwritten) |
|  | (insert image) |
| **Name:** |  |
| **Date:** |  |