DAMIAN DRUM MP
Federal Member for Murray

Stronger Communities Programme

PROJECT PROPOSAL FORM

This form will assist Damian Drum MP and his Community Consultation Committee to identify priority projects which may be eligible for funding under the Stronger Communities Programme.

Projects identified through this process will separately be invited to complete an online application. To prepare for the online application in the event that a project is successful, it is recommended that applicants visit the website listed in the Eligibility Checklist and view the Sample Application Form to be prepared for the information that will be required in the online application.

Completed forms are due no later than 5:00pm on Monday, 27 August 2018.

Please return this form via email to:
Damian.Drum.MP@aph.gov.au
Or
Via post to:
Damian Drum MP
Re: Stronger Communities Programme
426 Wyndham St
Shepparton, Vic, 3630

If you have any questions, these should be directed to the Office of Damian Drum MP 03 5821 5371

Eligibility Checklist

Please refer to the Programme Guidelines and additional guidance materials at:
https://www.business.gov.au/assistance/stronger-communities-programme

☐ Funding is sought for a small capital project.

☐ The funding requested is between $2,500 and $20,000.

☐ The project will receive a matching contribution, either in cash or in-kind, from the organisation responsible for the project and/or third party supporters.

☐ The project is located within the electorate of Murray.

☐ The project will deliver social benefits and improve local community participation, cohesion and/or contribute to community vibrancy and viability.

☐ The organisation seeking funding has an ABN, and is either a local council or an incorporated not-for-profit organisation. The organization cannot be owned by a state or territory government. For further information please refer to the **program guidelines**.

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Organisation Details

1. Name of your Organisation

2. Australian Business Number (ABN)

3. Is your organisation a not-for-profit?

4. Physical Address (Organisation/location of the project)

Street Address Line 1	
Street Address Line 2	
Suburb/Town	
State/Territory	
Postcode	
Website	

5. Postal Address (If c/- address, please specify)

Postal Address Line 1	
Postal Address Line 2	
Suburb/Town	
State/Territory	
Postcode	

Office 426 Wyndham Street, Shepparton VIC 3630 Phone (03) 5821 5371
Email damian.drum.mp@aph.gov.au Web damiandrum.com.au Facebook @damiandrumnats

6. Contact Details

Head of your Organisation

Title (eg. Mr/Mrs/Ms/Dr)			
First name			
Surname			
Position			
Telephone	(w)	(m)	(f)
Email Address			

Project Manager

Title (eg. Mr/Mrs/Ms/Dr)			
First Name			
Surname			
Position			
Telephone	(w)	(m)	(f)
Email Address			

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Project Details

7. Project Title

What is the name of the project?
Example:

- *Oval Lighting Upgrade;*
- *Murray Softball Club – Purchase of Equipment; or*
- *Community Centre Kitchen Replacement.*

8. Project description

Briefly describe what the project will physically deliver. (150 words max)
Example:

- *The project will replace the existing kitchen in the Community Centre and include the purchasing of a new fridge, stove and microwave; or*
- *The project will upgrade Harry Oval by replacing 100 square meters of existing turf, four new light poles and lights and upgrade dressing sheds by replacing the existing shower and toilet facilities.*

Eligibility Guidance

The programme is intended for small capital works. Examples of projects that may be funded include:

- *sporting facility upgrades including new canteen, new lights, upgrade water systems, gymnasiums, skate parks.*
- *fit-out of community centres, including kitchen upgrades and equipment purchases such as computers, TVs and furniture and fittings.*
- *machinery and equipment, including items such as barbeques, lawnmowers, buses.*

Examples of projects that are unable to be funded include:

- *payment of salaries for existing staff or contractors;*
- *recurring or ongoing expenditure such as annual maintenance, lease payments, electricity or gas expenditure;*
- *projects that seek funding to stage events, exhibit a display or for filming;*
- *projects to undertake studies or investigations; or*
- *purchase of land or buildings.*

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9. Project Outcomes

Briefly describe how this project will improve local community participation, cohesion and contribute to community vibrancy and viability. (150 words max)

10. Project location

Where will the project be located? If a street number is not known, please provide the Lot number.

Street Address Line 1	
Street Address Line 2	
Suburb/Town	
State/Territory	
Postcode	
Longitude, if known	
Latitude, if known	

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Financial Details

11. Project Cost (must include cash and in-kind contributions to reflect the total project cost)

Total project cost GST Exclusive

Total project cost GST Inclusive

12. Grant Requested

How much Stronger Communities funding are you seeking GST Exclusive and GST Inclusive? Grants of between $2,500 and $20,000 are available under the Programme

Grant amount sought GST Exclusive

Grant amount sought GST Inclusive

13. Other contributions

Please indicate the name of the funding partner and amount. If in-kind, please detail the form of the contribution.

Contributor	Value of contribution	Cash or In-kind

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Construction Projects Only (Q14 – Q17)

14. Key Dates (NB: Projects must be completed by 30 June 2018).

Estimated Project Start Date:	
Estimated Project Finish Date:	

15. Environmental and Planning approvals

Does the project require any licenses or approvals before it can commence (i.e. building and planning approvals, rezoning or an Environmental Impact Statement).

No:

Yes: Please give details below

Name of Permit	Issuing Authority	Status of Permit	Issue/Expected Issue Date

16. Infrastructure maintenance

Describe how the infrastructure will be managed and maintained into the future - (i.e. who will manage and maintain the project, where will the funding come from).

17. Asset Ownership

Provide details of who will own the asset on completion.

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Authorisation

Authorised Officer name	
Position Title	
Organisation name	

I Confirm that:

- *I am a person authorised on behalf of my organisation to submit this project proposal.*
- *The information provided in this form is complete and correct.*
- *To the best of my knowledge, I am not aware of any actual, apparent or potential conflicts of interest that would prevent my organisation from proceeding with the proposal outlined.*

Signed:.....

Date: / /

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