

# Alpine Shire Community Grants Program 2026-2027

## Form Preview

### BEFORE YOU APPLY

\* indicates a required field

Before starting your application, please make sure you have read the guidelines and are aware of what will and will not be funded and who can and cannot apply.

Please ensure your application meets the following criteria before continuing.

**Do you have an outstanding Community Grant? \***

- Yes - ineligible - please contact Community Grant Coordinator
- No - eligible to apply

**Will the project be completed between 1 August 2026 and 30 June 2027? \***

- Yes - eligible to apply
- No - ineligible; do not apply

**Is the applicant an incorporated not-for-profit group or organisation or an unincorporated organisation which is auspiced by an incorporated organisation? \***

- Yes - eligible to apply
- No - ineligible; do not apply

**Is the applicant able to commit at least 25% of the cost of the project? \***

- Yes - eligible to apply
- No - ineligible; do not apply

**Has the applicant applied for support from the Alpine Shire Council Events Funding Program for this project? \***

- Yes - ineligible; do not apply
- No - eligible to apply

**Does this application to cover the cost of maintenance to buildings or infrastructure? \***

- Yes - ineligible; do not apply
- No - eligible to apply

**Does this project take place outside of the Alpine Shire? \***

- Yes - ineligible; do not apply
- No - eligible to apply

**[This question is in relation to Conflict of Interest, it is NOT a requirement that you speak to a Councillor before applying for a Grant] - Have you spoken to a Councillor about this project? \***

- Yes - Move on to next question
- No - Continue to "General Information" Section

**[See above] - Please indicate which Councillor/s you have spoken with about the Project**

- Cr Sarah Nicholas
- Cr Peter Smith

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- Cr John Andersen
- Cr Gareth Graham
- Cr Noah Tanzen
- Cr Dave Byrne
- Cr Jean-Pierre Ronco

### GENERAL INFORMATION

\* indicates a required field

#### **Applicant \***

Organisation Name

Name of organisation, group or club applying for grant

#### **Project Title \***

No more than 10 words

#### **Project Address \***

Address

  

Address Line 1, Suburb/Town, and Postcode are required. Country must be Australia

#### **Postal Address \***

Important: All correspondence will be sent to the Secretary at this address

#### **Town \***

#### **Postcode \***

#### **President \***

#### **Secretary \***

#### **Phone Number \***

Must be an Australian phone number.

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**Email Address [please use your group or organisation's email address if possible, not a personal email.] \***

Must be an email address.

**Is the applicant or project lead a First Peoples and Traditional Owner group or organisation? \***

- Yes  
 No

**Is your organisation an Incorporated body? \***

- Yes  
 No

**If YES, provide your registration number:**

**Provide your ABN:**

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

**Is your Organisation registered for GST? \***

- Yes  
 No

GST implication will vary depending on organisation circumstances. This will be discussed with each applicant.

**If NO, provide the name of your Auspice body: \***

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**Auspice ABN: \***

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

**Project Manager 1 \***

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Phone Number \***

Must be an Australian phone number.

**Email Address \***

Must be an email address.

**Project Manager 2 (if applicable)**

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Phone Number**

Must be an Australian phone number.

**Email Address**

Must be an email address.

**Funding Category \***

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- Capital Improvement
- Non-Capital Improvement
- Youth Project

Please select the most appropriate category (refer to Community Grant Guidelines)

## COMMUNITY PROJECTS - CAPITAL IMPROVEMENT

\* indicates a required field

Permanent structures/assets eg – new items within community buildings, items for playgrounds, sculptures, new or improved recreational infrastructure to existing facilities, projects requiring seed funding etc will be considered.

### **Brief Project Description \***

### **Upload your Project Plan \***

Attach a file:

It is important to attach your plan. List all tasks that need to be completed including the planning, delivery and completion of the project. Each task should have a “person responsible” associated with it. Estimate the cost of each task, including “In-Kind” support – this will help your budgeting process. No plan – your application will be automatically declined.

### **Who will benefit from this project? \***

Word count:

Must be no more than 250 words.

Briefly describe the overall benefits of this project to your organisation and the wider community. Estimate the number of people who will benefit from this project.

### **Who owns the land on which construction will occur? \***

### **Please provide evidence that the landowner supports your proposal, e.g. email or letter \***

Attach a file:

### **Who is/will be the owner and/or manager of this new asset? \***

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**Who will be responsible for the ongoing maintenance of this project? \***

**Estimate the cost of maintenance for this project over the next 10 years \***

**When will the project start? \***

Must be a date.

**When will the project be completed? \***

Must be a date.

**Is your Capital Works Project valued at over \$5000? \***

- Yes  
 No

**If YES please provide a statement from the contractor that they have the capacity to complete the project within the stated timeframe**

Attach a file:

**Have you discussed your project with the Planning & Amenity and/or Assets and Engineering Department at Council? \***

- Yes  
 No

Please note: The Community Grants Manager / Community Development Coordinator is not authorised to provide advice / or grant permissions on capital works projects / building or planning permits

**If YES, with whom and when? \***

**What were the results of these discussions? Do you need a Building and/or a Planning Permit? Have you costed these permits into your project budget? \***

Word count:

Must be no more than 150 words.

### COMMUNITY PROJECTS - NON-CAPITAL IMPROVEMENT

\* indicates a required field

Non-structural items - portable items such as BBQs, computers or printers to support community events, storage, sporting equipment lawnmowers etc will be considered.

#### **Brief Project Description \***

Word count:  
Must be no more than 250 words.

#### **Project Plan \***

Attach a file:

It is important to attach your plan. List all tasks that need to be completed including the planning, delivery and completion of the project. Each task should have a "person responsible" associated with it. Estimate the cost of each task, including "In-Kind" support - this will help your budgeting process. No plan - your application will be automatically declined.

#### **Who will benefit from this project? \***

Briefly describe the overall benefits of this project to your organisation and the wider community. Estimate the number of people who will benefit from this project.

#### **Can other groups make use of this project? How will this be managed? \***

#### **Who will be responsible for the ongoing maintenance of this project? \***

#### **Estimate the cost of maintenance for this project over the next 10 years \***

Is it affordable for your organisation? How will you budget for this maintenance?

#### **When would the project be started? \***

Must be a date.

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**When would the project be completed? \***

Must be a date.

## YOUTH LED PROJECT

\* indicates a required field

This is an opportunity for young people from 12 to 25 years to develop a project to benefit their community - this project will be driven by young people. In the process the applicant will develop skills and experience to assist them in their future endeavours. Young people who are seeking funding for a project must have the support of an agency or organisation to auspice their project (this could be a school, sporting or community group).

**What is your project and why do you want to do it? \***

Word count:

Must be no more than 250 words.

Give a brief description of your project

**Who will benefit from this project? \***

Word count:

Must be no more than 200 words.

Briefly describe the overall benefits of this project to young people and the wider community. Estimate the number of people in the community, who will benefit from this project.

**Project Plan \***

Attach a file:

How will this project be organised? It is important to attach your plan. List all tasks that need to be completed including the planning, running, tidying up and assessment of the event. Each task should have a "person responsible" associated with it. Estimate the cost of each task, including "In-Kind" support - this will help your budgeting process. No plan - your application will be automatically declined.

**Where will this project take place? \***

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**Do you have permission or the required permits to undertake the project at this place? \***

- Yes
- No

**Please provide copies of permission or permits \***

Attach a file:

**Who is in your team? (if applicable)**

Name	Age	Town

**What support do you have to undertake this project? \***

Word count:

Must be no more than 200 words.

For example do you have a parent, teacher or community group helping you to organise this project? If so, what is their role?

## BUDGET

\* indicates a required field

Please provide a detailed budget for your project.

You can enter your income and expenditure in the table below and it will be tallied automatically (**do not include grant request as an income item**).

Enter you budget below

Please provide specific details of the total budget for the project. This may include details of labour costs, materials, equipment, venue hire, advertising etc.

*Applicants are required to demonstrate a minimum 25% contribution from their organisation and/or the community toward the project cost; this may be cash, in-kind or donated items. A maximum of 10% of an organisation's contribution can be made up of unskilled labour.*

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All "In-kind" (volunteer) labour, donations etc must be allocated a monetary figure in both "Income" and "Expenditure" fields. ("In-Kind" contributes to the total value (cost) of the project and is also a means by which you pay for the project.)

**INCOME:** How will you pay for the project? List all the income and in kind support. (cash, other grants and donated time/materials) that you will receive for the project. Specify whether the amounts are confirmed or unconfirmed.

**EXPENDITURE:** What is the total cost of the project? List each item plus any "In-Kind" that would normally be a cost. Please attach copies of relevant quotes (2 quotes for projects over \$2000)

See Grant Guidelines for sample budget.

**INCOME (how will you pay for your project? List all sources of income and in kind support)** \$

**EXPENDITURE (what \$ is the total cost of the project? List each item including the cost of donated goods and services))**


**Your contribution to project (income)**

\$

This number/amount is calculated.

**Total Project Cost (Expenditure)**

\$

This number/amount is calculated.

**Grant Request**

\$

This number/amount is calculated.

**Your contribution must be equal or greater than:**

\$

This number/amount is calculated.

**Your unskilled labour contribution must be equal to or less than 10% of the total project cost**

\$

This number/amount is calculated.

Please provide quotes to support your budget expenditure.

Quotes can be a screenshot from an online store or catalogue. Applicants are encouraged to consider sourcing materials and labour locally.

Attach a file:

Attach a file:

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Attach a file:

Attach a file:

Provide letters from other donors/sponsors confirming their contribution to the project to support your budget

Attach a file:

Attach a file:

**Have you applied for any other grants to support this project? \***

- Yes
- No

This only applies to applications not yet awarded, all other confirmed grants must be included in the budget above.

**If YES, from whom and how much have you applied for? \***

Would it be possible for this project to be delivered if it received only part funding?

Consider if it would be possible to undertake the project in stages or purchase only some of the items this year

**Would it be possible for this project to be delivered if it received only part funding? \***

- Yes
- No

**If YES, please provide a breakdown of the project stages and costs. Include the stage, works to be completed/purchases, and costs. \***

**How would you fund the balance of the project? \***

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### Financial Statement

Upload a Statement of Income and Expenditure, annual report or most recent bank statement. This is to ensure the viability of your organisation. Add any notes as relevant to explain your bank statement.

If your bank balance is over \$10,000 please provide a statement explaining expenditure plans for that amount.

### Upload a Financial Statement \*

Attach a file:

### Other Comments

### If you have any other relevant supporting documentation for this application please upload it here:

Attach a file:

Attach a file:

### Have you received any grants from the Alpine Shire Council since 2018? \*

- Yes
- No

### Previous project grants

Please detail any amounts from any department received from Alpine Shire Council by your organisation for any project since July 2018.

Type of grant/fund	\$ Amount
	\$
	\$
	\$
	\$
	\$
	\$

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	\$
	\$

### APPLICATION CHECKLIST

\* indicates a required field

#### Have you supplied the following?

##### Financial Statement \*

- Yes  No

##### A statement of intended expenditure for next financial year if your bank balance exceeds \$10,000 \*

- Yes  No  Not Applicable

##### Letter from other donors confirming their contribution to the project \*

- Yes  No  Not Applicable

##### Minimum 25% community contribution to the project \*

- Yes  No

##### Have you checked that your maximum unskilled labour contribution is no more than 10% of Project Cost

- Yes  
 No

##### Letter of support / permission from owner of the land/property where your project will take place \*

- Yes  No  Not Applicable

##### Letter of support from other user groups of the facility \*

- Yes  No  Not Applicable

##### Quote/s for the works to be completed or items to be purchased \*

- Yes  No  Not Applicable

##### Statement from contractor of capacity to complete the project within the stated timeframe for Capital Works projects valued at over \$5000 \*

- Yes  No  Not Applicable

### COLLECTION STATEMENT AND DECLARATION

\* indicates a required field

*Council is collecting personal information in your Alpine Shire Council Community Grant program 2026-2027 application. Your full grant application information will only be disclosed to Council staff, Councillors and community assessment panel members involved in*

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assessment of grant applications. Some details of your Community Grant application [name of your community group, project description, and grant amount awarded by Council] may be made public on our website. If you do not provide the information required, we may not be able to assess your application. You can find out more about how we use and protect your information by viewing our Privacy Statement on our website - [www.alpineshire.vic.gov.au/privacy](http://www.alpineshire.vic.gov.au/privacy). If you require access to the information you have provided, please contact Council's Governance Officer on 03 57550555.

### Declaration

*This declaration is to be completed by the applicant.*

I have read the guidelines relating to grants under the Alpine Shire Council 2026-2027 Community Grants program and certify to the best of my knowledge:

- I am authorised to submit this application on behalf of the applicant organisation
- I confirm that the information in this application and the attachments are to the best of my knowledge and true and correct.
- I confirm that I shall notify Alpine Shire Council of any changes to this information or circumstances that may affect this application.
- I acknowledge that I have read the Collection Statement above and understand that details of this application may be made public including on Council's website
- If successful in gaining funding I agree to abide by the Council's condition of grant regulations, including acknowledgement and promotion of council support, project evaluation and grant acquittal process.

#### **Name \***

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

#### **Position \***