



CITY OF
MITCHAM

Maggy Ragless Memorial Grant APPLICATION FORM

*By community
for
community*

1. Please ensure you have read the Grants Policy and the Maggy Ragless Memorial Grant Guidelines to establish if you are eligible prior to proceeding. If you are unsure, please contact Council's Grants Officer on 8372 8129 to discuss further.
2. To assist in completing this application form, please refer to the Grants FAQ's sheet.
3. Please provide responses to all the questions within this application form and provide supporting documentation where required. Your application will not be considered if you do not provide this.
4. The numbers in brackets within the application form advise the weight attributed to each of your responses.
5. If applying for more than one project, please provide separate application forms for each and indicate your preference if only one could be selected.
6. Any attachments **NEED TO BE A4 pages. Please do not staple or bind** your application. There is a limit of **5 A4 pages** for your supporting documentation.
7. **Applications will be received on an ongoing basis.** There is no close date with the grant remaining open until the funding pool has been fully expended.

If you have any queries regarding completing this application form

please contact Council's Grants Officer on 8372 8129

or via email grants@mitchamcouncil.sa.gov.au

APPLICANT DETAILS	
Name of Group	
Contact Name	
Contact's Position	
Email Address	
Telephone Number	

DESCRIPTION OF GROUP OR ORGANISATION	
In summary, what is the primary aim or goal of the group or organisation?	
Where is the group or organisation located? <i>(Physical address)</i>	
Number of members currently involved in the group or organisation?	

DESCRIPTION OF THE PROJECT	
Project Title	
Brief Overview of the Project <i>Suggested 100 words or less</i>	
Grant amount requested (ex GST) <i>Please include quotes</i>	\$
Please describe how your project aligns with Council's commitment to preserving local history within the City of Mitcham <i>(40%)</i>	

<p>Please include details of any support you currently receive or have received from Council in the last 12 months in \$ figures. (5%)</p> <p><i>This includes recurrent grants, rate reimbursements, in kind traffic support, etc</i></p>	
<p>How did you hear about the City of Mitcham Grants Program?</p>	

FINANCIALS	
<p><i>The clarity of your financial statement, including the value contributed from your organisation (\$ and in kind) and other funding bodies, accounts for 10% of the assessment criteria as outlined in the Grant Guidelines</i></p>	
FINANCIALS – INCOME	
Funding Source	Amount
Requested from Council	\$
Your organisations' cash contribution	\$
Your organisations' in kind contributions (in \$ value) <i>Please provide details below</i>	\$
In kind hours	
Other Government funding – Federal or State <i>(that has been approved, please include evidence of this with your application)</i>	\$
Any other cash sponsorships / partnerships <i>(that has been approved, please include evidence of this with your application)</i>	\$
Total Project Financial Income	\$

FINANCIALS – EXPENDITURE – Attach QUOTES	
<i>Please outline how ALL FUNDS will be spent (e.g. purchase of equipment, marketing collateral, infrastructure hires, performance fees, etc).</i>	
Item	Amount
	\$
	\$
	\$
	\$
	\$
	\$
Project Expenditure Total	\$

In submitting this application, I certify to the best of my knowledge that the statements made within this application are true. I have read the City of Mitcham’s Grants Policy and Maggy Ragless Memorial Grant Guidelines. I understand that should this application be approved by the City of Mitcham; I would be required to accept the conditions of the grant in accordance with Council’s **Grant Funding Agreement** and adhere to all requirements within.

Please submit your grant application and all required attachments to

grants@mitchamcouncil.sa.gov.au

via post to

PO Box 21 Mitcham Shopping Centre TORRENS PARK SA 5062

or you can hand deliver it to

Council's Civic Centre

131 Belair Road TORRENS PARK