

# COMMUNITY DEVELOPMENT SUPPORT EXPENDITURE

## APPLICATION FORM 2009 - CATEGORY 1 FUNDING

Name of Organisation Applying for Funding: \_\_\_\_\_

Council Area: \_\_\_\_\_

### Primary Contact Person Details:

Title: \_\_\_\_\_ Name: \_\_\_\_\_  
e.g. Mr/Mrs/Ms

Postal Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Post code: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

### Secondary Contact Person Details:

Title: \_\_\_\_\_ Name: \_\_\_\_\_  
e.g. Mr/Mrs/Ms

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

### If your application for funding is successful you will be required to:

- make an appropriate level of acknowledgement of the funding source for the project;
- complete an evaluation form at the end of the project.

Has your organisation received CDSE funding from clubs before?  Yes  No  
If yes, in what year, for what purpose and how much?

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Has your organisation submitted a report / progress form to the CDSE Local Committee convenor and/or club for previous funding?  Yes  No  N/A

**Note: Organisations that have not submitted their report / progress forms should not be considered for further funding.**

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Signature of Chairperson/Management Representative

Full Name: \_\_\_\_\_

Date: \_\_\_\_\_

## IMPORTANT INFORMATION

**LOCAL COMMITTEE INDEX:** Information on where and how to apply to each Local Committee (based on local government area) is also available on the ClubsNSW website ([www.clubsnsw.com.au](http://www.clubsnsw.com.au)) by following the 'Local Committee Index' Link. If your area has a local committee, please contact the local committee convenor or council before applying. Also read the latest CDSE guidelines, available from [www.clubsnsw.com.au](http://www.clubsnsw.com.au)

**REMINDERS:**

- Applications should be sent to local committees or individual clubs, where appropriate. Applications sent to ClubsNSW will be returned.
- There is no application form for Category 2 funding. Applicants should liaise directly with individual CDSE clubs in their local area – a listing is provided on the ClubsNSW website.
- Please do not attach lengthy covering letters or appendixes to your application.

**FURTHER INFORMATION:** Please call ClubsNSW on 02 9268 3000 or email [cdse@clubsnsw.com.au](mailto:cdse@clubsnsw.com.au) for further information.

1. Please provide a short outline of your project (what you are going to do or provide, e.g. details of your event, service, product etc).

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2. Briefly summarise what your organisation does (e.g. what is the purpose of your organisation, what special groups are you involved with etc)?

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3. What local need does your project address?

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4. Who will be the main beneficiary/target group/client group for the project? Please be specific (e.g. men, women, children with learning difficulties).

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5. From the list below, which grouping best describes your project? Please tick the most appropriate box.

- A1 - Family Support/Emergency or Low Cost Accommodation
- A2 - Child Protection/Child Care
- A3 - Counselling Services
- A4 - Aged, Disability or Youth Services
- A5 - Victims of Natural Disasters
- A6 - Volunteer Emergency Services
- B1 - Neighbourhood Centre/Youth Drop in Activities
- B2 - Community Transport Services
- B3 - Community Education Programs
- B4 - Tenants Services
- B5 - Statewide or Regional Services Developing Social Policies & Providing Advocacy for Local Communities
- C1 - Early Childhood Health/Child and Family Services
- C2 - Community Nursing/Therapy/Mental Health Services
- C3 - Drug & Alcohol/Palliative Care/Women's Health/Aboriginal Health/Dental Services
- C4 - Home and Community Care & Disability Services
- C5 - Health Promotion Initiatives
- D1 - Employment Placement/Advocacy Services
- D2 - Group Training Companies
- D3 - Community Enterprises
- D4 - Local Job Creation Scheme

6. How will you manage and deliver this project? (How will you ensure it achieves its aims?)

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7. How will you monitor and evaluate this project?

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8. Has your application been supported by any other community organisations or do you intend to work in partnership with any other organisation on this project? (Please provide contact name and telephone number of the supporting organisation/s):

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9. What is the proposed commencement date and completion date for the project?

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10. Is the expenditure on community development and support to be applied outside New South Wales? If so, how will it be applied? (*For more information please refer to the CDSE Guidelines.*)

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11. Is this program, project or service already assisted by an existing local, State, or Commonwealth Government funding program? If so, please give details (how much, which program):

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12. Have you applied, or do you intend to apply, to any other registered club or any other funding body for this project (including CDSE applications in other areas)?

Yes  No

If yes, please identify:

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13. Will ALL the CDSE funding you have requested be spent within the Local Government Area in which you are applying?

Yes  No

If no, approximately what percentage will be spent outside the local area?

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**FINANCIAL INFORMATION**

14. What is the total amount of CDSE funding you are seeking for this application?

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15. Will your project still be viable if you receive CDSE funding less than the requested amount?

Yes  No

16. Please outline below the project budget for your proposal, including funding from this source (Community Development & Support Expenditure) and any other funding sources.

Budget Item	CDSE	Other funding sources
Salaries (specify position)		
Fees (specify – eg, sessional staff, tutors etc)		
Administration		
Program costs (including telephone, stationery, postage, audit, promotion)		
• Capital equipment		
• Rent		
• Other (please specify)		
<b>Total funds</b>		

17. Please attach a copy of your last annual report including financial statements and auditor’s report. Have you attached the report?  Yes  No

18. Please state your ABN/GST status:

ABN \_\_\_\_\_ GST Status \_\_\_\_\_

19. Please provide your organisation’s banking details

Account Name:

BSB No:

Account No:

**ADDITIONAL INFORMATION:**

20. Is your organisation a non-profit organisation?  Yes  No

21. Is your organisation incorporated?  Yes  No

If yes, please indicate which form of incorporation below:

- A company limited by guarantee
- A co-operative
- An incorporated association
- An unincorporated association
- Other – please detail below: