

* Required before final submission

**Welcome to FRRR's online application form for the
Tackling Tough Times Together up to \$20,000 Grants Program.**

Tips for using the Grants Gateway Tackling Tough Times Together up to \$20,000 Grants online application form:

- We recommend preparing your application content in a Word document and then transfer your final application content to the Grants Gateway form. This will assist in managing versions and will reduce the risk of losing work if an internet connection times out. Working offline also makes it easier for multiple people to work on an application before entering your application into Grants Gateway for submission.
- Remember to continually save your work in the online form as you move through the sections.
- **Please refer to the Tackling Tough Times Together Guidelines for further tips and information to support you to complete the application.**
- As always, if you require assistance to complete this online application form, the friendly FRRR staff are only a phone call away on Free Call 1800 170 020.

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Tackling Tough Times Together up to \$20,000 Grants Program

To understand how to provide us with your organisation details, please note below which statement best reflects your situation:

- We will be delivering the project AND also receiving and holding the grant funds – Please complete questions 1, 2, 3, 4, 5 and 6.
- We will be delivering the project and PARTNERING with another organisation who will be receiving and holding the funds for us – Please enter the details of the partner groups in questions 1, 2, 3, 5 and 6, and complete the delivery organisation details in questions 4, 7, 8 and 9.

Organisation

1. Organisation - Name and Address

* What is the legal name of the organisation?

* Postal address

Postal address

* Town

* State

* Postcode

2. Organisation - Legal & Tax Status

Please click on this link from the Australian Government ABN Lookup site to complete the following organisation details [Australian Government ABR site](#)

* Is your organisation registered with an ABN?	Organisation ABN
<input type="checkbox"/>	<input type="text"/>
* Is your organisation Incorporated?	What is the Incorporated number of your organisation?
<input type="checkbox"/>	<input type="text"/>

3. Organisation - Head of Organisation

These contact details should reflect the person who is the head of the organisation (e.g Chair, President, CEO) as they MUST authorise the application NOT a subcommittee Chair, Secretary, Treasurer or Program Manager.

* Title	* First name	* Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
* Position held		
<input type="text"/>		
* Bus Hrs Phone No. Format: XX XXXX XXXX	* Mobile No. Format: XXXX XXX XXX	* Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Organisation - Project Contact

Please note this person will be contacted in the event we have any questions about your application.

Title	First name	Last name
<input type="text"/>	<input type="text"/>	<input type="text"/>
Position held		
<input type="text"/>		
Bus Hrs Phone No. Format: XX XXXX XXXX	Mobile No. Format: XXXX XXX XXX	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>

5. Organisation - Overview

* In what year was your organisation founded?	* Number of Employed Staff	* Number of Volunteers
<input type="text"/>	<input type="text"/>	<input type="text"/>
* Number of Committee members		
<input type="text"/>		

Provide a brief overview of your organisation.

* (Mission, major programs / activities, users of your facilities, engagement with other community groups, key partnerships etc. Please note we will review your website if you have provided it below)

6. Organisation - Internet & Social Media

FRRR would like to link with your organisation through social media. Can you please provide us with the following, where applicable.

Website Address	Facebook Address
<input type="text"/>	<input type="text"/>

Questions 7, 8 and 9 are only to be completed if you are not the organisation receiving/holding the funds

Delivery Organisation (If different from above.)

7. Delivery Organisation - Name & Address

Organisation name

Postal address

Postal address

Town

State

Postcode

8. Delivery Organisation - Overview

In what year was your organisation founded?

Number of Employed Staff

Number of Volunteers

Number of Committee members

Provide a brief overview of your organisation.

(Mission, major programs / activities, users of your facilities, engagement with other community groups, key partnerships etc. Please note we will review your website if you have provided it below)

9. Delivery Organisation - Social Media Details

FRRR would like to link with your organisation through social media. Please provide us with the following, where applicable.

Website Address

Facebook Address

10. Project Information

* Project Title

* Project Summary

Word count 0 of 50

Project Focus Area

This is important information for us, which helps us understand and track the issues communities tackle with FRRR's support. To complete this section, please **review this Activity Tree** and follow the instructions carefully.

* Which of the following best describes the Primary Focus of your project?

Refer to the Activity Tree in the link above to find the corresponding number that best matches the Primary Focus of your project. Type it in the box below, and select search, then choose the exact details in the box below. The number you entered should correspond to the details showing in the drop down box and match the selection you made from the Activity Tree.

Search

Reset

- Select One -



When will your project happen?

If you know the exact or approximate start and end dates for your project, please provide here. Please ensure you are aware of funding closing dates published on the [FRRR Tackling Tough Times Together Grant webpage](#).

Where will your project happen?

Please tell us the following information about where your project will happen. For projects happening in more than one location, please indicate these in rows 2-4. If your project is happening nationally please place "National" under Town Name.

* Town * Postcode

* Which Local Government Areas will this project cover?
Select 1, and add any additional LGAs below, up to a maximum of 4.

Please list additional Local Government Areas here:

11. Who will be involved?

* Does your project involve working directly with children / youth under 18?

* Does your organisation have policies and procedures regarding working with children, Working with Children Checks, and the handling of child abuse complaints?

* Who will benefit in the Community? Will your project...

- Have a broad community focus (if yes, that is all we need to know in this Section)
- Focus on a specific organisation or group (if yes, you will need to describe that organisation or group below)
- Focus on a specific target group or groups (if yes, then you need to complete the 'Age Group', 'Gender' and 'Specific Groups' question below)

Age Group

- Children (0-4)
- Children (4-12)
- Young people (12-24)
- Adults (25-59)
- Older people (60+)
- All Ages

Gender

- Female
- Male
- All Genders
- Gender Neutral

Specific Groups

- Aboriginal or Torres Strait Islander
- Lesbian / Gay / Bisexual / Transgender / Intersex / Queer (LGBTQ)
- People at risk of involvement / involved in the juvenile / adult justice system
- People from socio-economically disadvantaged backgrounds
- People with a chronic disease or disability or developmental condition
- Refugees / migrants / people from a non-English speaking background

If your project is benefiting a specific organisation or group, describe that organisation or group here.

12. What will you do?

* Tell us about your project.

(What is your project about? What will you actually do? What exactly will the funds pay for? What are the key activities that will be undertaken, and when? What partnerships will support the project?)

* Why is the project needed?

(What is the current situation / problem / need / opportunity that your project seeks to address? What evidence and / or data is there of this need? How do you know the community is ready to support this project? You can upload photos and other documents to help demonstrate your need in the attachment section.)

* How will this project help your community cope with drought?

(What will occur if the project is successful that doesn't occur now? How will you measure this?)

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13. Project Outcomes

* Please identify the project's primary outcomes.
(you can tick up to three)

- Communities that can innovate or respond to local opportunities / issues
- Greater ability to deal with / respond to individual / community level challenges
- Stronger local economies
- Improved financial security / reduced poverty or financial stress
- Enhance community identity / wellbeing / sense of place
- A friendly and inclusive community / stronger social fabric
- Promote environmental health / sustainability
- More creative / culturally vibrant communities
- More engaged / participative community
- Optimal start in life for children, starting school ready to learn
- Increased engagement in learning and improved education outcomes
- Stronger individual and / or community resilience

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14. Project Budget

Please enter whole dollars and numbers only (no commas, decimal points or \$ signs)

Income - FRRR Request & Your Contribution

* Amount requested from FRRR 

Cash contribution from your organisation

Income - Cash contribution from other sources

Who and What

e.g. Name of organisation or fundraising activity. Other funding from local or state government

Amount

whole dollars only

Confirmed

Yes/No

Total Cash contribution from other sources

Click to calculate

0 

Expenditure

e.g. Provide a description of project expenses - "Kitchen materials – quotes / catalogue prices attached (oven \$798; Sink \$279; Dishwasher \$603)" "Amount - 1680"

Expenditure item

Description

Amount

Whole dollars only

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
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<input type="text"/>

Total Cash Expenditure

Click to calculate
0

In-kind Contributions

Include an estimated value for non-cash contributions such as services, equipment, time and materials.
For services provided by volunteers, please cost their services at \$25 per hour.

In-kind Support – Who

In-kind Support – What

Amount

Whole dollars only

<input type="text"/>
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Total In-kind Contributions

Click to calculate
0

Additional information or comments regarding your budget.


<input type="text"/>



Budget Summary


Total Project Income

Total (FRRR request + Organisation cash contribution + In-kind contribution)

Click to calculate
0 


Total Project Expenditure

Total (Cash Expenditure + In-kind Contribution)

Click to calculate
0 


Balance - Total Income less Total Expenses

Please note: Total expenditure must equal total income hence balance should be zero.

Click to calculate
0 


Quotes

Upload and attach copies of quotes, where possible for items over \$500. Please note files can be no larger than 10MB.

Attach expenditure quotes here. 


Browse for the document and upload here

Browse...

Attach additional expenditure quotes here, if required. 


Browse for the document and upload here

Browse...

Attach additional expenditure quotes here, if required. 

Browse for the document and upload here

Browse...

Attach additional expenditure quotes here, if required. 

Browse for the document and upload here

Browse...

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Please attach the following documents for this application below

Organisations that are partnering with another group responsible for receiving and holding the grant funds must attach a letter of support for this project from their partnering organisation.

Letter of support:

Browse for the document and upload here

 Browse...

Organisation Financials

* (Organisation who will receive, hold & be legally responsible for the funds) Provide 12 months of your organisation's last audited financial statements OR 12 months of current Profit & Loss / Balance Sheet (**ESSENTIAL**) [i](#)

Browse for the document and upload here

 Browse...

Additional Organisation Financials

Please use the following attachment box to upload more information related to the Organisation's financials. [i](#)

Browse for the document and upload here

 Browse...

Letters of support for project from the community / beneficiaries. (**HIGHLY REGARDED**) [i](#)

Browse for the document and upload here

 Browse...

Additional Letters of support

Please use the following attachment box to upload more support letters, if required. [i](#)

Browse for the document and upload here

 Browse...

Additional Letters of support

Please use the following attachment box to upload more support letters, if required. [i](#)

Browse for the document and upload here

 Browse...

Additional Letters of support

Please use the following attachment box to upload more support letters, if required. [i](#)

Browse for the document and upload here

 Browse...

Photos [i](#)

Browse for the document and upload here, if required.

 Browse...

Additional Photos [i](#)

Browse for the document and upload here, if required.

 Browse...

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Application Confirmation Statement

To be endorsed by the Legal Entity Organisation for this project.

I confirm that this application is made with the knowledge and approval of the legal head of the organisation, and endorse this application and agree to the following conditions:

- Acknowledge and understand that all applications become the property of FRRR and that FRRR may provide this application to other potential funding sources
- Agree to inform FRRR if the organisation has a significant change to its governance and/or financial situation
- Agree that if successful, to provide banking details to FRRR within the required time frame
- Agree that if successful, to expend funding within 18 months or as per the terms in the Grant Agreement
- Agree for FRRR to publish stories and photographs of the project funded.

* I have read and agree to the above

* Name of authorised person completing this certification

* Position

* Date

