

Youth Participation Grants

Form Preview

Eligibility

* indicates a required field

Before completing this application form, you should have read the [Youth Participation Grant Guidelines](#)

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

All projects must be carried out in Benalla Rural City and be of benefit to young people living in the municipality.

To be eligible:

- Applicants must be aged between 12 to 25
- Applicants must live, work, study or be involved with a community group in Benalla
- Individuals applying must be auspiced (supported) by an incorporated not-for-profit organisation (see FAQ section)
- The project idea must be developed and delivered by young people
- The project must have clear goals and outcomes
- The project must build on young people's skills
- The project must be drug and alcohol free
- The project must have a detailed budget
- You must be able to provide a referee
- The project must be completed within twelve months

It is highly recommended that you contact the Community Development Coordinator on 5760 2600 to discuss your application.

Youth Participation Grant funding is available year-round until there are no funds remaining for the program.

I understand the requirements listed above and have read the Youth Participation Grant Guidelines: *

☐ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to [Benalla Rural City Council Privacy Statement](#)

Applicant Details

Youth Participation Grants

Form Preview

Full name of young person who will be the main contact

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

Home Address

Address

Postal Address

Address

Email

Must be an email address.

Home Phone Number

Must be an Australian phone number.

Mobile Phone Number

Must be an Australian phone number.

Date of Birth

Must be a date.

Current Age

Must be a number.

Referee

All applicants need to provide contact details for a referee. **Who should I use as my referee?** You should use someone who can talk about your ability to complete your project successfully. Also it's important to make sure that you ask the person's permission before using them as a referee. A family member or relative is not an appropriate referee but you could ask a teacher, employer, sports coach or youth worker.

Name of Referee

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

Youth Participation Grants

Form Preview

Phone Number

Must be an Australian phone number.

Email

Must be an email address.

How does the referee know you / your group?

Project Details

Describe the project/event/item which you are seeking funding for.**Describe how you came up with the idea for the project/event/item.****What do you hope to achieve with this project?****How will the project benefit young people in Benalla?****Who are the primary beneficiaries of this project/program?**

No more than 5 choices may be selected.

Please choose only the group/s that are at the very core of this project/program

Youth Participation Grants

Form Preview

Risk Management

Can you think of any situations that might arise which could make it difficult for you to finish your project and how could you limit these risks?

Budget

Total Amount Requested

\$

Must be a whole dollar amount (no cents) and no more than 500. What is the total financial support you are requesting in this application? (max. \$500)

Total Project/Program Cost

\$

What is the total budgeted cost (dollars) of your project?

Budget (GST exclusive)

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns, Examples of income could include 'council community grant', 'trivia fundraising night', 'company X sponsorship'. Examples of expenses could include 'onsite power & water for 6 months', 'office supplies', 'part-time staffer x 40 hours'.

'Volunteer labour' is labour provided at no fee for the applicant group. 'Unskilled labour' \$25 per hour. 'In-kind donation' - services or goods donated at no cost to the applicant group.

Your budget **MUST** balance (TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT). Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly.

Please refer to our [Preparing Your Budget](#) document for an example of how to calculate your budget.

Income Description	Income Amount (\$)
Grant funds	\$
Business Donation (example)	\$
	\$
	\$

Expenditure Description	Expenditure Amount (\$)
Equipment (example)	\$
Services (example)	\$
	\$
	\$

Youth Participation Grants

Form Preview

Budget Totals

Total Income Amount

\$

This number/amount is calculated.

Total Expenditure Amount

\$

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

MUST equal 0

Auspice Information

* indicates a required field

Auspice Organisation Details

This section needs to be completed by the organisation auspicing your application. I declare that, should funding be approved, I will take full responsibility for the financial management of the grant and will ensure that the project is delivered in accordance with the terms outlined in the funding agreement and that the conditions of funding are met.

Please contact Council's Youth Development team if you need help finding an auspice.

Name of auspicing organisation *

Organisation Name

Australian Corporation Number of auspicing organisation *

Primary contact person at auspicing organisation *

Title

First Name

Last Name

We may contact this person to verify that this auspicing arrangement is valid and current.

Auspice Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Position held in organisation

e.g. Manager, CEO

Contact person's primary phone number *

Contact person's email address *

Youth Participation Grants

Form Preview

Must be an email address

Please attach a letter from the auspicing organisation confirming this arrangement is valid and current *

Attach a file:

Letter must be signed by an appropriately authorised person (e.g. manager, CEO, Board Chair) and must include, name, position, signature and date.

Certification and Feedback

* indicates a required field

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☐ Yes

☐ No

Name of authorised person *

Title

First Name

Last Name

Must be a senior staff member, board member or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO, Treasurer)

Contact phone number *

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

Must be an email address.

Date *

Must be a date

Applicant Feedback

Youth Participation Grants

Form Preview

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process: *

☐ Very easy ☐ Easy ☐ Neutral ☐ Difficult ☐ Very difficult

How many minutes in total did it take you to complete this application?

Estimate in minutes i.e. 1 hour = 60

Please provide us with your suggestions about any improvements and/or additions to the application process/form that you think we need to consider.