

Community Grants 2023 – Application Questions

MELBOURNE AIRPORT

Below is a verbatim list of application questions for the Melbourne Airport Community Grants program. The grant round will open on Monday 3rd July 2023 and is accessible via www.melbourneairport.com.au/communitygrants

General exclusion statement

I confirm that the organisation I am applying on behalf of:

- (1) has DGR1 & TCC status or is auspiced by an organisation with DGR1 & TCC status
- (2) is on the list of eligible organisations
- (3) does not owe any reports or money to Melbourne Airport as a result of previous funding or grants (please note details of any outstanding reports or monies in the adjoining text box)
- (4) has the appropriate type and level of insurance for the activities that are the subject of this grant application.

I also confirm that this application is NOT for:

- (a) capital expenditure
- (b) professional development
- (c) a political or faith-based cause
- (d) any existing offerings
- (e) pilot or untested projects
- (f) projects already fully funded by the government
- (g) general operating support.

1. How did you hear about this opportunity?

General contact details

- | | |
|-------------------------|--|
| 2. Organisation name | 7. Contact name for project discussion |
| 3. Organisation ABN | 8. Position |
| 4. Organisation website | 9. Phone |
| 5. Organisation address | 10. Email |
| 6. Organisation summary | |

Auspice details

- | | |
|--------------------------|--|
| 11. Auspice organisation | 16. Auspice contact name for administration of the grant |
| 12. Auspice ABN | 17. Position |
| 13. Auspice website URL | 18. Phone |
| 14. Auspice address | 19. Email |
| 15. Auspice summary | |

MELBOURNE AIRPORT

Project details

20. Project title
21. Have you previously received funding from the Melbourne Airport Community Fund?
22. If you have received funding previously, is this application for the same project?
23. Do you intend to apply for capital expenditure greater than 40% of the total budget?
24. What activities do you intend to carry out with the funds? If funding is sought for the same program that was funded previously, applicants are strongly encouraged to include impact data and mid-point evaluation and results in this application.
25. How do you plan to deliver this project in a safe manner and in alignment with the COVID-19 health safety recommendations?
26. What outcomes do you hope to achieve by undertaking the above activities? Please include information on how you will measure indicators of the outcomes having been achieved. If you are successful in your application, you will be required to submit a short progress report on what was achieved, so keep this in mind when thinking about data gathering.
27. Tell us about your experience delivering similar activities and how they were successful. Please include information on the skills of your team, your track records and the evidence base of the approach where relevant.
28. How does this align with the objectives of the grant round?
29. Start date
30. End date
31. How is the project currently funded and what difference will the additional funds make?

Budget

Income	Income	Income	Expenses
1	2	3	1

32. Budget total
33. Amount sought

Supporting materials and project requirements

34. Please attach any relevant quotes or supporting documentation for the above budget.
35. Please attach any other relevant supporting documentation such as an annual report, financial statements, marketing materials etc.
36. Please provide any relevant links.
37. What other inputs will you need to successfully carry out this project? Non-financial inputs could include staff and volunteers time, expertise, equipment, facilities, pro bono or in-kind contributions, advocacy, and other types of support.

MELBOURNE AIRPORT

Certification

38. I certify that to the best of my knowledge, the statements made within this application are true and correct. 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 grant letter.

Feedback on this grant application

39. Please select the option that best describes how you found the online application process.
40. How many minutes did it take you to prepare and submit your application?
41. Please provide any suggestions about improvements and/or additions to the application process and form that we may need to consider.

Contact

community@melair.com.au / 03 9297 1598

Australia Pacific Airports (Melbourne) acknowledges the Wurundjeri Woi-wurrung as the First Nations people and Traditional Owners of the Land that Melbourne Airport operates on. We pay our respect to their Elders past, present and emerging and extend that respect to all other First Nations People.