



## Application for a Community Grant

Please complete all sections. Incomplete applications will be not eligible for consideration. Please contact Karla Peek (6324 4012 or [K.Peek@utas.edu.au](mailto:K.Peek@utas.edu.au)) if you have any questions about this form. Applications close on **Thursday 30<sup>th</sup> June 2011** and the State Planning Committee reserves the right to reject any application it considers unsuitable. Completed forms should be posted to Karla Peek, University Department Rural Health, Locked Bag 1372, Launceston, 7250 or faxed to 6324 4040 or scanned and emailed to [K.Peek@utas.edu.au](mailto:K.Peek@utas.edu.au)

Regional Planning Group .....

Lead Organisation .....

### Key Contact

(the person who will be responsible for ensuring funds are spent in accordance with the conditions of funding) .....

Address .....

.....

.....

Phone Number .....

Fax Number .....

Email Address .....

Affiliated Organisations .....

(Other organisations represented on the Regional Planning Group) .....

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.....

## DETAILS OF PROPOSED ACTIVITY

Points to consider:

- Is the venue appropriate (eg do not locate children's activities with hotel grounds)?
- Do you need insurance?
- Do you need to liaise with local Tasmania Police or local council?
- Is your event going to clash with any other events booked for your town/region?
- If it involves children, how will they be supervised and cared for?
- How are you going to promote your activity?
- How are you going to get people to participate?

Rural Health Week funding **CAN** be used to pay for:

- Food for educational/nutritional purposes
- Equipment hire, freight, or small purchases for group use
- Venue hire
- Postage and stationery (limit of 2% of total grant)
- Transport of participants to the activity during Rural Health Week
- Professional fees for speakers or service providers
- Materials (eg to build gardens, carts or health-oriented items)
- Child care for participants of the activity during Rural Health Week
- Travel costs for speakers or service providers to Bass Strait Islands only

Rural Health Week funding **CANNOT** be used to pay for:

- Duplication of activities that are already funded
- T-shirts or other clothing
- Screen printing on clothing
- Trophies
- Alcohol
- Medications
- Equipment for use by individuals in private activities
- TV advertising

## ACTIVITY PLAN

Please limit your description to no more than 500 words, excluding budget. You may attach an additional page if necessary.

Name of Activity .....

Location(s) .....

.....

Target Audience .....

(Who are the activities trying to reach?)

.....

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Goals .....

(What are you trying to achieve?)

.....

.....

.....

## ESTIMATED TIMELINES

Date	Milestone



Other community groups agree that there is a need for your project:

Your project involves a number of partners working together as a Regional Planning Group

The Regional Planning Group has set up regular meetings to discuss the project's plans and priorities

The Regional Planning Group will meet at a time and place that is accessible for all partners.

The Regional Planning Group will agree about each of the partners' roles.

The Regional Planning Group has strategies to ensure that the project will be delivered on time.

The Regional Planning Group has a communication plan to ensure that all partners are equally informed during the planning process.

Information about your project is distributed to other community groups.

Signed:..... Organisation:.....

Signed:..... Organisation:.....

Signed:..... Organisation:.....

Signed:..... Organisation:.....

Signed:..... Organisation:.....

Signed:..... Organisation:.....