# *Water Future Program*

2021 Community Grants Program

#

# Application Form

For any questions and to submit your application, please submit to communications@seqwater.com.au .

Applications are due by no later than Thursday 25 March 2021 at 5pm.

## Application form

|  |  |
| --- | --- |
|  | Eligibility criteria  |
|  | Selection criteria |

|  |
| --- |
| **Your organisation** |
| Name of organisation  |  |
| ABN |  |
| Applicant name:  |  |
| Applicant title or position:  |  |
| Contact number:  |  | Email:  |
| Mailing address:  |  |
| **Your organisation** |
| Where does your organisation operate? (Tick all that apply)  | * Noosa
* Gympie
* Sunshine Coast
* Moreton Bay
* Redland City
* Brisbane City
* Logan City
 | * Ipswich City
* City of Gold Coast
* Scenic Rim
* Lockyer Valley
* Somerset
* Other
 |
| Where will the initiative be delivered?(Tick all that apply)  | * Noosa
* Sunshine Coast
* Gympie
* Moreton Bay
* Redland City
* Brisbane City
* Logan City
 | * Ipswich City
* City of Gold Coast
* Scenic Rim
* Lockyer Valley
* Somerset
* Other
 |
| Is your organisation not-for-profit or is the application being made through a sponsoring not-for-profit?Please attach evidence of your organisation being a legal entity in your application. Note: Eligible organisations must be incorporated under a Commonwealth or Queensland Act of Parliament including, but not limited to the following legislation and subordinate legislation or regulations as may be amended from time to time:* + *Associations Incorporation Act 1981 (Qld)*
	+ *Cooperatives Act 1997 (Qld)*
	+ *Corporations Act 2001 (Cth)* (provided such organisation is a company limited by guarantee with not-for-profit objectives)
	+ *Community Services Act 2007 (Qld)*
	+ *Local Government Act 2009 (Qld)*
	+ *Corporations (Aboriginal and Torres Strait Islander) Act 2006 (Cth)*
	+ *Education (General Provisions) Act 2006 (Qld)* (including parent and citizens associations).
 | * Yes
 | * No
 |
| 4. Do you have a minimum of $10 million public liability insurance? | * Yes
 | * No
 |
| 5. How much funding are you applying for? | $\_\_\_\_\_\_\_\_\_\_\_\_(Must be between $500 and $10,000) |
| 6. Is your organisation registered for GST? | * No
 | * Yes
 |
| 7.Do you currently, or have you ever received financial contributions from Seqwater? | * No
 | * Yes

If yes, please provide details: |
| 8. Bank account details: | Account name:  | BSB:  | Account number:  |
| **Your vision** |
| Please provide an overview of your organisation and its vision: | (max 300 words) |
| What are the values, mission or goals for the organisation?  | (max 300 words) |
| Is your organisation affiliated with any other South East Queensland community groups or organisations? | (max 300 words) |
| **Your initiative**  |
| Initiative name:  |  |
| Will the initiative be delivered between 1 June 2021 and 1 June 2022? | * Yes
 | * No
 |
| Please select the water wise criteria that fits your program: (tick all that apply)  | * Understanding the water cycle
* Understanding water treatment
* Participates in decision making to manage water sustainably
 | * Understanding where drinking water comes from
* Using water efficiently
* Shows care for water sources and catchments
* Other (please specify)
 |
| Please select the communities your program will seek to benefit and engage:(tick all that apply)  | * Aboriginal and Torres Strait Islander peoples
* Culturally and Linguistically Diverse Communities (CALD)
 | * Youth (13 – 18 years old)
* Young Adults (18 – 25 years old)
* Rural Communities
* Other (please specify)
 |
| Please provide an overview of the initiative and the benefit for the community:  | (max 500 words) |
| Outline how your initiative will build or enhance the development of water wise communities in South East Queensland. A water wise community is a where people: * Understand the urban water cycle
* Understand water treatment and what makes water safe to drink,
* Understand where drinking water comes from (including climate resilient water sources like desalination and purified recycled water),
* Use water efficiently,
* Shows care for water sources and the catchments that surround them, and
* Participates in decision making and takes action to manage water sustainably.
 | (max 800 words) |
| Provide a detailed action plan for the delivery of your initiative, including the start and finish date, milestones and who will be delivering each element of the initiative. | (max 800 words) |
| Demonstrate how your initiative will achieve value for money using a detailed budget which includes:* funding from Seqwater
* funding from other parties
* total costs
* costs already funded and unfunded costs
* detail any collaboration with other organisations (including government, business, or not for profit organisations) as well as in-kind or matching contributions from those organisations.

You should include quotes and estimates for administration, resources, travel, infrastructure, and equipment costs over and above your typical operating expenses. | (max 500 words)  |
| Provide evidence of organisational experience in effectively delivering similar services. Include how you will manage and monitor service delivery to achieve the program objectives. | (max 800 words) |
| How will you acknowledge Seqwater if your application is successful?  | (max 300 words) |
| Are there opportunities for Seqwater to collaborate on initiative communications?  | * Media
* Social media
* Communications
 | * Marketing collateral
* Community events
* Other
 |
| **Other** |
| Are you currently employed by, or contracting to Seqwater? | * No
 | * Yes

If yes, please provide details: |
| Are there any connections between your organisation and Seqwater, including employees? | * No
 | * Yes

If yes, please provide details: |
| Are you a public official or relative of a public official?  | * No
 | * Yes

If yes, please provide details: |

**Acknowledgement**

* I have submitted this form within the application period.
* I have attached all relevant supporting documentation *e.g. quotes, evidence of organisation’s legal entity.*
* I declare that, to the best of my knowledge, all information I have provided on this application form and supporting documentation is complete and accurate.
* I understand that submission of this application does not guarantee funding.
* I understand that while all care will be undertaken by Seqwater in receiving and processing applications, Seqwater cannot be held responsible for applications that are not received or are incomplete.
* I understand that this application will be assessed against certain criteria. The decision whether to approve or refuse an application, and the amount of any funding, is solely at Seqwater’s discretion.
* I understand that if this application is successful, the provision of funding assistance will be subject to entering into an agreement with Seqwater.
* I understand that if this application is successful, I will be required to provide proof of insurance, and fill out an Seqwater creditor maintenance form to receive funding.
* I understand that if this application is successful, I will be required to provide a half-year report and a final report (approximately one page in length each). Failure to do so will result in an inability to apply for additional funding in subsequent years.

**Your Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Please email signed application form to** **communications@seqwater.com.au** **by no later than 25 March 2021 at 5pm. Please attach proof of your organisation’s legal entity status to email in addition to this signed application form.**

**Privacy Statement**

All correspondence you send to Seqwater (via post, email or our website) forms public records and will be retained and dealt with by Seqwater as required by the *Public Records Act 2002* (Qld) and other relevant legislation. Any personal information you provide will be dealt with in accordance with [Seqwater’s privacy policy](http://www.seqwater.com.au/privacy-policy) and the provisions of the *Information Privacy Act 2009* (Qld)