

Sample form, not for offline completion.

Visit <https://givetoeastgippsland.grantplatform.com> to apply.



GIPPSLAND
Community
Foundation

(G06-2025) Community Bushfire Recovery Grant March 2025

EAST GIPPSLAND COMMUNITY BUSHFIRE RECOVERY

This is the sixth grant round of the Gippsland Community Foundation, formed to support our region's long-term recovery from the 2019-2020 Victorian bushfires.

Charitable organisations, not-for-profits and community groups across East Gippsland are encouraged to apply.

Priority will be given to community-led initiatives from flame impacted areas affected by the Black Summer Fires of 2019/2020.

Grants of up to \$25,000 are available to support local projects that strengthen East Gippsland's community-led recovery.

Applications open 1 March 2025, and close 6pm 13th April 2025.



Applicant Name

BUSHFIRE RECOVERY GRANTS UP TO \$25,000

The East Gippsland Community Bushfire Recovery Grants Program is administered by the Gippsland Community Foundation and made possible by the generous support of the donors to the Victorian Bushfire Appeal.

The program opens 8am on Saturday 1 March and closes on Sunday 13 April 2025 at 6pm.

The East Gippsland Community Bushfire Recovery Grants Program will seek applications from eligible charitable organisations for funding of projects and programs from bushfire affected communities in East Gippsland.

Program focus

This program will focus on community-led recovery initiatives for East Gippsland communities effected by the Black Summer Bushfires in 2019/2020.

Funding priority will be given to projects and activities that support:

- bushfire recovery
- community-led capacity building,
- disaster planning and preparedness activities

Funding available

Applications can be made for grants up to \$25,000. Distribution is subject to the needs of fire affected communities.

Eligibility criteria

Projects or programs must support East Gippsland communities affected by the 2019/2020 bushfires and address community priorities.

Projects or programs should aim for completion within twelve months.

Applicants must be able to demonstrate operational and financial stability.

Where an applicant is not an incorporated association or not-for-profit company limited by guarantee, the application must be submitted in conjunction with an eligible project partner organisation that will take responsibility for administration of the grant.

A full budget and quotes to support the amount requested must be provided as part of the application.

Other considerations

Other funding sources and/or capacity to leverage resources from elsewhere will be seen as beneficial.

Geographic spread/location will be a consideration for the Grants Advisory Committee.

To be considered, each application must include the following supporting documentation:

Financials

Current signed Audited Financial Statements for the Applicant organisation or Project Partner (where applicable).

If your organisation is not required to audit your financials, please provide a profit and loss statement as a minimum and a balance sheet if available.

Quotes

Quotes are required for all budget items.

If you do not include quotes your application may not be considered, or may be given conditional approval until quotes are provided.

If you have conducted this project/program before copies of receipts / invoices from previous expenditure that substantiate the amount requested may be acceptable together with a detailed budget.

Project Budget

Please ensure that your budget and/or supporting documentation clearly shows how the funds requested will be spent.

A confirmation email will be sent to the registered email address once application has been submitted.

For assistance with applications please phone 0499 241 917

Preference settings

Please ensure that you have your 'preferences' marked to receive broadcasts, emails and SMS from this platform otherwise you may not receive notifications during the application process.

APPLICANT INFORMATION

Details of the organisation that is applying for the grant funds.

Organisation name (Grant Beneficiary)

300 characters

Organisation name in full. Please also list any trading name if applicable.

Organisation street address

200 characters

Street address of organisation including:

- Street number
- Street name
- Town
- Postcode

Organisation ABN

If you are using a Project Partner, put their ABN in this space.

GST registered

☐ Yes

☐ No

Is the grant fund recipient registered for GST?

What is the type of organisation of the grant applicant?

☐ Not for Profit

☐ Community Association

☐ Incorporated Entity

☐ Sporting Club

☐ Company limited by guarantee

☐ Other

You may tick more than one box, e.g. Pony Club may be a sporting club and an incorporated entity.

Does your organisation have Deductible Gift Recipient (DGR) status?

☐ Yes

☐ No

Does your organisation have Tax Concession Charity (TCC) status?

☐ Yes

☐ No

Authorised persons daytime phone number

What is the daytime contact for the person authorised to act for the organisation?

Authorised persons email address

What is the email address for the person authorised to act for the organisation?

Role of the person authorised to act on behalf on your organisation?

300 characters

What is the role of the person authorised to act on behalf on your organisation?

Does your organisation have any online presence? (optional)

☐ Website

☐ Facebook

☐ Instagram

☐ LinkedIn

Please select as appropriate.

Name any project partner that will receive grant funds on your behalf and be responsible for ensuring funds are utilised for intended purposes. (optional) 50 words

This may be a Rotary or Lions type organisation, usually incorporated and registered for GST. You will need to upload a letter of support to endorse their willingness to assist as a project partner.

Note that if you are using a project partner you will need to upload their most financial statements (at the end of this application).

Role and value of project partner (if applicable) (optional)

50 words

What will the project partner do to add value to your project (if applicable)?

Applicant organisation information

What year was your organisation established?

Number of paid employees

What is the number of full time equivalent employees of your organisation?

Number of volunteers and/or members

What is the number of people that volunteer or are members of your organisation?

Organisation annual turnover

What is the annual turnover or gross revenue of your organisation?

Community Benefit

Approximately how many people receive services or benefit from your organisation each year?

Organisation mission or purpose

100 words

What is the mission or purpose of your organisation?

Material may be supplied as follows:

- Upload JPEG, Word or PDF files.
- Maximum file size is 5MB per piece.
- A maximum of five pieces can be uploaded with your application.
- Please contact us at info@gippslandcf.org.au if experience difficulty uploading documents.

Project title

20 words

Describe the project or activity

50 words

Please include town or geographic area the project will be delivered in

Project start date

Please insert the date your project will start if you are successful in receiving grant funds from our foundation

Project end date (anticipated)

Project priority will be given to projects that are able to be completed within a twelve month timeframe from receiving grant funds.

Towns (and/or postcodes) to benefit from the project or activity.

50 words

List the towns and/or postcodes that will benefit.

Will this grant benefit Aboriginal and/or Torres Strait islander communities or individuals?

- ☐ Yes
- ☐ No
- ☐ Wider community
- ☐ Youth 12-25 yrs

Tick 1 or more boxes

What problem are you trying to solve with this project?

250 words

Clearly identify the problem or issue.

Clearly identify how the problem or issue has been identified.

Clearly identify how your project will address the problem identified.

Which of the following area/s does your project address? (tick those that apply)

- ☐ Bushfire Recovery
- ☐ Community-led Capacity Building
- ☐ Disaster Planning and/or Preparedness

Tick 1-3 boxes, address the most applicable.

You must address how these options are met in the following question.

[A drop down box will appear depending on the category you tick].

Addressing more than one criteria may strengthen your application.

How will you measure the success of your project or program?

100 words

Describe what community support and agreement you have received for your project proposal, such as:

100 words

- Agreed Community Recovery Plan and/or priorities.
- East Gippsland Shire Community Plan.
- Community group endorsement through minutes or community meeting.

Evidence is required to be uploaded.

Provide evidence of engagement with the community to benefit from the project.

There are 10 Community Recovery Committees (CRC's) across East Gippsland. These groups were formed by Bushfire Recovery Victoria and supported by East Gippsland Shire Council & more recently Emergency Recovery Victoria.

Alignment to at least one area recovery plan is desirable. Please contact GCF if you require further information on CRC's.

Additional documentation can be uploaded in the Supporting Documents area of the application.

Evidence of Community Support



Evidence of community support or the need for the activity is required.

Approximately how many people will benefit from your project? (eg: 5, 20, 50)

Is there is an age group of people who will primarily benefit from the project? If so, which age group?

20 words

PROJECT FUNDING

Grant amount requested from our foundation

What is the total dollar amount you are requesting from the Gippsland Community Foundation?

Grant amount requested from other organisations

What is the total dollar amount you are requesting from other organisations?

Funds raised or already in place

What is the total dollar amount you have already raised or have in place?

Will the project proceed if we cannot fund the requested amount?

- ☐ Yes
- ☐ No
- ☐ Not sure

Delivery of the project by a reduced grant.

150 words

Explain how the delivery of the project may be affected by a reduced grant.

How will you promote the assistance from Gippsland Community Foundation to your community?

100 words

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Budget Information - INCOME

	INCOME	\$ Dollars (no cents)	Comment, further information
1	INCOME		
2	Gippsland Community Foundation Grant		
3	Other Grants Received (please list/comment)		
4	Other Grants Applied for (comment/list)		
5	Other funding sources		
6	Own contribution		
7	'in-kind' contributions		
8	Other (please list/comment)		
9	TOTAL INCOME		
10			

Budget expenses must match quotes supplied.
Total expenses should not exceed total income.

Budget Information - EXPENSES

	Expense Item	Expense Budget	Comment as needed
1	Administration		
2	Equipment		
3	Materials		
4	Promotion		
5	Consumables		
6	Labour		
7	Other (please comment/list)		

Additional Budget supporting documentation can be uploaded if this assists the application.

Quotes must be supplied for all budgeted line items. You must provide at least one quote, with up to 10 attachments being allowed.

CHECKLIST

Financial Statements

Upload most recent set of financial statements. If your grant is being auspiced by a project partner/sponsor, include their most recent financial statements.



Please check you have attached the following required supporting evidence.

- ☐ Financial statements (audited if available)
- ☐ Project partner financial statements – if applicable (audited if available)
- ☐ Copy of letter from project partner - if applicable
- ☐ Project quotes that match your expenses budget
- ☐ Budget completed
- ☐ Any other relevant information (annual report, promotional material, letters of support)
- ☐ Proof of other approved funding or own funds to put towards the project

Upload any additional supporting documents that you feel may support your application below.

A maximum of 10 attachments is allowed.

www.gippslandcf.org.au

Email: info@gippslandcf.org.au
PO Box 1403 Bairnsdale VIC 3875
Ph: 0499 241 917

