About the grant

* indicates a required field

Crown Reserves Improvement Fund - GENERAL APPLICATION

The Crown Reserves Improvement Fund (CRIF) supports Crown land managers (CLMs) by funding projects that will have a high community impact.

This year's general grants program is deliberately targeting a small number of highly utilised reserves with projects that will have a significant community impact. Assessment criteria are:

1. **Reserve usage criteria** – the higher the "**reserve annual visitation**" the higher the score: annual visitation >= 1,000,000 scores 40; annual visitation < 10,000 scores 0 (score out of 40%)
2. **Project criteria** – assessment of the **"community impact"** of the project (score out of 40%)
3. **Deliverability criteria** – assessment of the **capability to deliver the project** (score out of 20%)

The land(s) the application relates to must be NSW Crown managed land (including land managed by an appointed Crown land manager).

Crown land managers of any NSW Crown reserve are eligible to apply to the CRIF. **If you are not the authorised Crown land manager, you must provide signed written authorisation to apply from the Crown land manager**

If you are applying for Weed or Pest Management, please complete either the Weed or Pest Management application form. This form is for **GENERAL funding** applications only. Please use one general application per general project per reserve.

Instructions for Applicants

Before completing this application form, you should have read the CRIF program guidelines. Crown Reserves Improvement Fund (nsw.gov.au)

Incomplete applications and/or applications received after the closing date will not be considered. Please ensure you allow enough time and submit prior to 5pm on 22 November 2024. Note that the system will automatically stop applications from 4.59 and one second. DO NOT LEAVE SUBMISSION TO THE LAST MINUTE.

Application Number

This field is read only.

Grant Program Name

This field is read only.
The program this submission is in.

Disclaimer

The Applicant acknowledges and agrees that:

- submission of this application does not guarantee funding will be granted for any project, and the Department expressly reserves its right to accept or reject this application at its discretion;
- it must bear the costs of preparing and submitting this application and the Department does not accept any liability for such costs, whether or not this application is ultimately accepted or rejected; and
- it has read the Funding Guidelines for the Program and has fully informed itself of the relevant program requirements.

Use of Information

By submitting this application form, the Applicant acknowledges and agrees that:

- if this project application is successful, the relevant details of the project will be made public, including details such as the names of the organisation (Applicant) and any partnering organisation (state government agency or non-government organisation), project title, project description, location, anticipated time for completion and amount awarded;
- the Department will use reasonable endeavours to ensure that any information received in or in respect of this application which is clearly marked 'Commercial-in-confidence' or 'Confidential' is treated as confidential, however, such documents will remain subject to the Government Information (Public Access) Act 2009 (NSW) (GIPA Act); and
- in some circumstances the Department may release information contained in this application form and other relevant information in relation to this application in response to a request lodged under the GIPA Act or otherwise as required or permitted by law.

Privacy Notice

By submitting this Application form, the Applicant acknowledges and agrees that:

- the Department is required to comply with the Privacy and Personal Information Protection Act 1998 (NSW) (the Privacy Act) and that any personal information (as defined by the Privacy Act) collected by the Department in relation to the program will be handled in accordance with the Privacy Act and its privacy policy (available at: https://www.dpc.nsw.gov.au/privacy);
- the information it provides to the Department in connection with this application will be collected and stored on a database and will only be used for the purposes for which it was collected (including, where necessary, being disclosed to other Government

agencies in connection with the assessment of the merits of an application) or as otherwise permitted by the Privacy Act;
- it has taken steps to ensure that any person whose personal information (as defined by the Privacy Act) is included in this application has consented to the fact that the Department and other Government agencies may be supplied with that personal information, and has been made aware of the purposes for which it has been collected and may be used.

Eligibility Confirmation

Please declare this application meets the Crown Reserves Improvement Fund eligibility criteria:

- The project **must be on NSW Crown managed land** (including land managed by an appointed Crown Land Manager)
- **Please note: Freehold Showgrounds, Commons and Freehold School of Arts are not eligible in the 2024-25 funding round. Crown land directly managed by Local Land Services (LLS) is not eligible, please contact your local LLS office**
- The Crown land manager must have no outstanding overdue CRIF final project reports as at the round closing date
- Non-council Crown land managers must have submitted their 2023-24 annual report to the Department by the round closing date via the Reserve Manager portal - CrownTracker Portal (nsw.gov.au)

The application must be authorised by the official manager of a Crown reserve. The person/organisation entering the online application must be either:

- an authorised person of the reserve's Crown land manager (see Table 1 below), or
- a user group representative or officer of the applicant organisation with an official letter of authorisation from the appropriate authorised person from the table below.

Table 1. List of authorised persons eligible to apply for funding
Crown land manager type

Authorised persons

Statutory Crown land manager board

Chair, Secretary, Treasurer or Appointed Administrator

Council Crown land manager

General Manager or Director

Corporate Crown land manager

CEO, CFO or General Manager

Other eg. Government agency, perpetual lease

Crown Lands Director or Area Manager

- The application must address the **funding round objective.** For 2024-25 the funding round objective for general grant applications is:

To financially support projects that will have a high community impact.

Please note: Day to day maintenance items and administration costs ***do not*** meet this objective and are not eligible under this objective. Strategic emergency grants will be available in 2024-25 for small value grants to ***address urgent safety or asset***

management issues on strategically important Crown land. Further details, including the assessable criteria will be made available on the [Reserve Manager website](#) once they are finalised.

The minimum grant amount is **$100,000 (inc GST)** and maximum amount is **$1,000,000 (inc GST).** Loans are not available as part of this year's funding round.

- Activity must be consistent with s12.29 of the *Crown Land Management Act 2016 -* [Crown Land Management Act 2016 No 58](#)
- The application must relate to a project or activity that has not yet commenced
- Appropriate quotes / cost estimates must be provided with the application:
  - At least one written quote must be provided for each activity (sub-project) element costing $30,000 or under, with at least 3 written quotes being **preferred** for activity elements over $30,000 up to $150,000. Amounts over $150,000 will require an acceptable cost estimate and a commitment to procurement via a competitive public tender.
  - Due to supply chain issues, applications will be eligible if they include only one quote for each activity element however, this will be at the risk of scoring poorly if the quote does not represent good value for money. It is strongly encouraged that applications include up to 3 quotes to demonstrate value for money.
  - Local government (Councils) are preferred to have up to 3 quotes for activity elements over $30,000 up to $250,000, above which they must go to public tender as per Section 55 of the *Local Government Act 1993*.
  - Estimates will be acceptable when the local government (Council) is the land manager and is undertaking the works themselves. However, they must provide a comprehensive breakdown of activities and costs (hours, materials etc) to enable an informed assessment and will still be assessed for value for money.

Applicants will not be allowed to submit information that enhances their application after the closing date to ensure probity of process is maintained.

I confirm that the applicant and project is eligible according to the criteria outlined in the CRIF Guidelines *

☐ Yes

Checklist

- Application meets eligibility criteria (as listed above)
- Signed written authorisation (if CLM is not the applicant). Authorisation form located in CRIF guidelines - [Crown Reserves Improvement Fund (nsw.gov.au)](#)
- CLM contact and bank account details
- CLM bank statement
- Appropriate quotes / cost estimates
- Supporting documents

Funding Team contact details:

T 1300 886 235 (option 2, option 5) **E** [reservefunding@crownland.nsw.gov.au](#)

Contact Details

* indicates a required field

Applicant instructions

If you are applying on behalf of a Crown land manager (CLM) or a user group, please select 'Organisation' in the 'Applicant Details' below and enter the organisation details. Once 'Organisation' is selected, the primary contact fields will populate. Example:

1. Organisation Name: Name of CLM or user group
2. Primary Contact Details: Your name, position and contact details

CLM details are captured in the CLM section. Please ensure you enter the details for the authorised CLM in this section (even if they are the same as the 'Applicant' details). This information is used for outcome letters, funding deeds and payments. Grant funding will only be paid to the authorised CLM.

It is highly recommended that you click **Save Progress** every 10 to 15 minutes when you are filling out a form. The form will also automatically save when you move from one page to the next.

Applicant Details

Applicant *

○ Individual   ○ Organisation

Organisation Name

Title   First Name   Last Name

For organisations: please use the organisations full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.
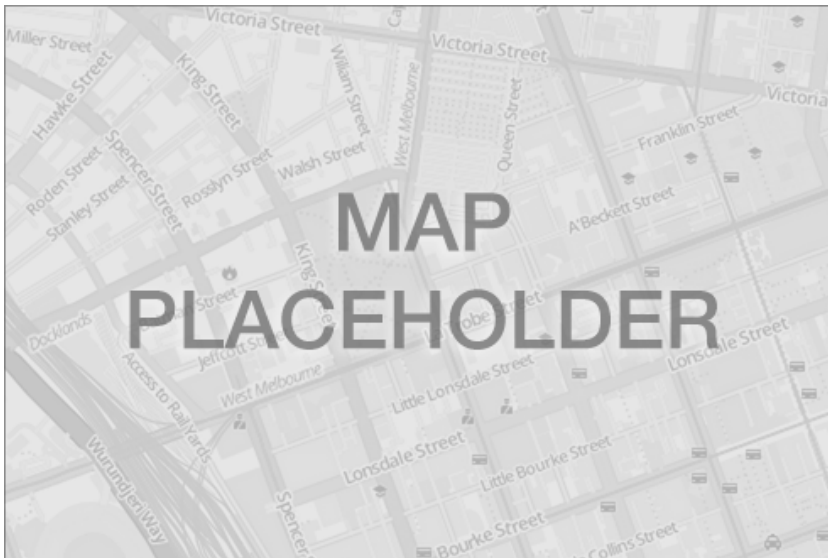
Applicant Primary Address

Address

MAP PLACEHOLDER

Applicant Postal Address
Address

Applicant Primary Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Applicant Email Address *

Must be an email address.

Applicant Website

Must be a URL.

Does the applicant organisation have an Australian Business Number (ABN)? *
○ Yes   ○ No

Applicant Organisation ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register

ABN
Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type   More information
ACNC Registration
Tax Concessions
Main business location

Must be an ABN.

Primary Contact Details

Primary Contact *

Title	First Name	Last Name

This is the person we will correspond with about this grant.

Primary Contact Position *

e.g., Manager, Board Member or Fundraising Coordinator.

Primary Contact Phone Number *

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Primary Contact Other Phone Number

Must be an Australian phone number.
Country code not required, area code for landlines is required.

Primary Contact Email *

This is the address we will use to correspond with you about this grant.

Do you give permission for your applicant email and phone number details to be made available to your state member of parliament should your application be successful? *

○ Yes   ○ No

Reserve Details

* indicates a required field

Reserve Details

If you do not know your reserve number, ask your authorised Crown land manager (CLM) or contact the Funding Team -

T 1300 886 235 (option 2, option 5) **E** reservefunding@crownland.nsw.gov.au

If you add extra lines and leave them blank, you will need to delete to avoid an error when submitting your application.

Crown Reserve Number (or Lot/DP)	Reserve Name
	If no Reserve Name, please use locally known name

Will this project be conducted on a Showground? *
○ Yes   ○ No

If yes, is the Showground on freehold land?
○ Yes   ○ No

Will this project be conducted on a Common? *
○ Yes   ○ No

FREEHOLD SHOWGROUNDS AND COMMONS ARE INELIGIBLE IN THE 2024-25 FUNDING ROUND.

This application will not progress to assessment.

Reserve Purpose and Program Area

CRIF Program area (Please select the appropriate response) *
○ Caravan Park   ○ Local Parks and   ○ Showground   ○ State Parks
                         Reserves

Note: If your application covers multiple reserves, please complete this section based on your primary reserve

Office

This question is read only.

Area

This question is read only.

Crown Land Manager

* indicates a required field

Role of the person completing this form *
○ The Authorised Crown land manager (Chair, Secretary or Treasurer of a land manager Board; General Manager or Director at Council; CEO, CFO or General Manager of a Corporate Managed land manager
○ A user group (someone who uses the reserve but is not the authorised manager)
○ An agent acting on behalf of someone (e.g. a business consultant or other contractor engaged to prepare this application on the applicant's behalf)

Examples:

STATUTORY CROWN LAND MANAGERS need authorisation from the Chair, Secretary, Treasurer or Appointed Administrator;

COUNCIL CROWN LAND MANAGERS need authorisation from the General Manager or a Director;

CORPORATE CROWN LAND MANAGERS need authorisation from the CEO, CFO or General Manager;

OTHER GOVERNMENT AGENCIES need authorisation from a Crown Lands Director or Area Manager

For more information - Crown Reserves Improvement Fund (nsw.gov.au)

If you are not the authorised Crown land manager, do you have written authorisation from the authorised Crown land manager/s to apply? (Note: APPLICATIONS THAT ARE NOT AUTHORISED BY THE OFFICIAL CROWN LAND MANAGER (CLM) WILL BE DEEMED INELIGIBLE - see the CRIF guidelines for further information.) *
○ Yes   ○ No

Upload your written authorisation to apply here *
Attach a file:

Refer to CRIF guidelines at https://reservemanager.crownland.nsw.gov.au/funding/crif , Annex A, for an "Authorisation to apply" template.

If you do not have written authorisation from the CLM your application will be deemed ineligible

Please seek written authorisation from the authorised Crown land manager to proceed with this application.

Crown Land Manager Details

Every CLM should have an ABN, if you do not have and ABN please contact the Funding team - 1300 886 235 (option 2, option 5).

Crown Land Manager *
Organisation Name

Crown Land Manager ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Crown Land Manager Primary Address *
Address

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

Crown Land Manager Primary Phone Number *

Must be an Australian phone number.

Crown Land Manager Primary Email *

Must be an email address.

Crown Land Manager Other Email

Must be an email address.

Is the Crown land manager a Council *
○ Yes   ○ No

Please confirm Council's General Manager details

This information will be used for the outcome letter and CRIF funding deed.

General Manager Name *

Title   First Name   Last Name

General Manager Email *

Must be an email address.

Crown Land Manager Bank Details

The funding will be paid to the Crown land manager

Crown Land Manager Primary Bank Account - This must be the authorised Crown land manager account *
Account Name

BSB Number   Account Number

Must be a valid Australian bank account format.

Please provide a recent bank statement of the account you would use to receive the grant funding if you are successful. *
Attach a file:

You do not have to show transaction details, however, the statement must:
- Be for an account in the name of the Crown land manager
- Clearly show the BSB, account number and name of the account holder
- Be a statement on financial institution letterhead
- Not be an online transaction list

Project Details

* indicates a required field

Each application can only be for a single type of project (e.g. General, Pest or Weeds), but it may include a number of different activity elements within that type of project.

If you want to apply for more than one type of project for the same reserve, you will need to complete separate applications.

If you are applying for Pest or Weeds Management funding, please complete either the Pest or Weeds application form. This form is for GENERAL APPLICATIONS ONLY.

In the **'Title'** field below describe the project in one sentence.

Title *

Word count:
Must be no more than 25 words.
Provide a name for your initiative. Your title should be short but descriptive.

Brief description *

Word count:
Must be no more than 50 words.
Include a brief summary of who will benefit from this initiative, what activities you will do and what outcomes you expect from your activities.
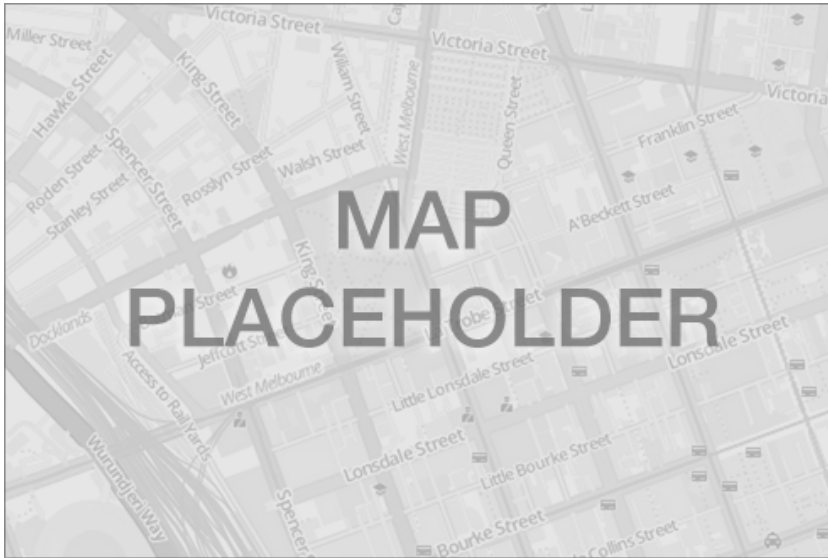
Anticipated start date *

Anticipated end date *

Primary location of your initiative
Address

Any, but at least one field is required.
Primary location does not need to be a specific address, and can be postcode, suburb, state, etc If delivered online, please specify the area of focus for delivery.

Is this project following on from a previous year's project (Funded through the CRIF)? *
○ Yes   ○ No

If yes, provide further details *

Community Support

Does this project have community support? *
○ Yes   ○ No   ○ Not Applicable
Evidence of community support is generally highly regarded as projects with community buy-in tend to be more successful.

Please provide explanation of your answer above, and detail any evidence of community support, if available. *

If you believe there is community support but this has not yet been confirmed, please detail your rationale.

Please upload letters of support (if available/relevant).
Attach a file:

A maximum of 5 files can be attached

What planning approvals, assessments or other consents are required?
☐ Exempt development (no planning approval or environmental assessment required)
☐ Complying development (complying Development Certificate required)
☐ Development permitted without consent (environmental assessment required)
☐ Development requires consent (development application to be submitted to local council, Crown land Manager must provide Crown Lands with a copy of the DA before lodgement; third parties must obtain landowner consent through Crown Lands before lodging a DA)
☐ Clearing of native vegetation (refer https://reservemanager.crownland.nsw.gov.au/ for details)
☐ Relevant approvals have already been obtained
☐ No approvals required
☐ Other
Please refer to the Building and Development section within the Reserve Manager Portal if you have access to it. NB: It is not necessary to obtain any required approvals, assessments or consents prior to applying for CRIF funding, but applicants should know what will be required.

Please provide details *

Governance Criteria

* indicates a required field

Governance/Merit Criteria

Is the proposed activity consistent with the gazetted purpose of the reserve? *
○ Yes   ○ No
(If No, your application may be INELIGIBLE if the proposed activity is not consistent with the gazetted purpose of the reserve)

Does the reserve have a Crown Land endorsed (current) plan or strategy? *
○ Yes   ○ No

If there is a Crown Land endorsed strategy, will the activity directly contribute to the achievement of the plan or strategy? *
○ Yes   ○ No

Please upload your Crown Land endorsed (current) plan or strategy
Attach a file:

Final Project Report

What is the status of the authorised Crown land manager's final project reports for previous CRIF funded projects? *

○ All up to date
○ One or more in arrears
○ No previous CRIF funded projects

Note: If you are making this application on behalf of a Crown land manager please ensure you check the status of any overdue final project reports with the Crown land manager. You may be INELIGIBLE for funding if you do not resolve this issue prior to close of application date. Please contact the funding team reservefunding@crownland.nsw.gov.au or 1300 886 235 (option 2, option 5) for assistance.

OVERDUE FINAL PROJECT REPORT

Please note if you have an overdue final project report which has not been submitted to the Department by 22 November 2024, your application will be INELIGIBLE.

Download the latest report template.

If the final project report has not been submitted please provide more information *

Annual Report

Has the reserve's annual report been submitted for FY2023-24? Non-council land managers must have submitted their 2023-24 annual report to the Department by 22 November 2024 via the Reserve Manager portal otherwise the application will be INELIGIBLE. Councils are exempt from annual reporting. *

○ Yes   ○ No   ○ Council (exempt)

OVERDUE ANNUAL REPORT

Please note if you have not submitted your annual report to the Department by 22 November 2024, your application will be INELIGIBLE.

If the report has not been submitted, please provide a reason if you are a non-council CLM *

Assessable Criteria

* indicates a required field

Community Impact (40% of assessable criteria)

1. Describe how the project will maintain or grow public use, amenity and community enjoyment of the reserve. Where possible, please quantify your answer and explain how you have come to these figures. (20%) *

Word count:

Must be no more than 300 words.

In your answer identify and justify the following (if applicable): • How the project will provide for new user groups or enhance the experience for users (eg. disability access will be provided, female change rooms will be built, Aboriginal cultural sites as identified by Aboriginal people). • How the project will expect to increase visitation rates (e.g. through improvement of amenity on the reserve, or through additional activities being provided).

2. Describe how the project will: • conserve heritage (whether Aboriginal or non-Aboriginal) • conserve natural values OR • increase employment, volunteerism or business opportunities either directly or indirectly. (20%)

Word count:

Must be no more than 300 words.

Does the project protect or enhance existing culture and heritage (whether Aboriginal or non-Aboriginal) through adaptive re-use, education or some other method? Does the project protect or enhance the natural environment and/or improve native flora and fauna? Does the project contribute to the mitigation of climate change impacts or enhance the ability of the reserve to adapt to a changing climate? OR Identify paid employment separately to increased volunteering opportunities. This does not include employment or business activity created during any construction as a result of the funding. Will the project enhance social cohesion by providing opportunities for volunteers or user groups to learn new skills (for example, if the project creates a space for a men's shed to operate).

Reserve Utilisation (40% of assessable criteria)

Reserve Utilisation

Measured by annual visitation numbers – regular repeat visitors count once per day visited.

Example: A regional showground holds an annual show which attracts 120,000 visitors across the three days, it also holds 2 campdraft events per year with average attendances of 30,000 people. It also has a 120 site campground which receipts demonstrate were booked 30% of the time. The Pony Club also uses the showground twice weekly during school terms and has 150 active members.

Annual visitation calculation:

Annual show 1 x 120,000 = 120,000

Campdrafts 2 x 30,000 = 60,000

Campsites 120 x 365 x 2ppl x 30% = 26,280 (assumes 2 ppl per site)

Pony Club 150 ppl x 2 x 40 weeks = 12,000

Total annual visitation for showground = 218,280

Reserve Event	Annual Visitation	Justification/Calculations
E.g. Annual Show, Campdrafts, Campsites, Pony Club	Must be a number.	Please outline how the annual visitation number was calculated.

Annual Visitation Total

This number/amount is calculated.

Deliverability and affordability (20% of assessable criteria)

• Value for money – estimated costs through competitive, multiple quotes or a demonstrated procurement process • Demonstrated capacity and capability to deliver the project• Any co-contributions from other sources (cash or in-kind)• Ability to access other funding sources for the project

* In kind contributions should be quantified and included in the project budget. These include labour or materials or other goods or services contributed to the project by the CLM or community. Unless these contributions are clearly articulated, they cannot be considered in the assessment process. Assessors will be provided with guidance documentation to ensure accurate and consistent assessment scores across the state.

Risks and Dependencies in Project Delivery

Please detail any risks or uncertainties in the **delivery of the project**, and how each of these will be managed.

Please include only one risk or dependency per row. Add more rows if you want to list additional risks or dependencies.

This response contributes to the assessment of project "Deliverability and Affordability".

Project risk or dependency description	How the project risk or dependency will be managed
For example, you may require approval, have stretched resources, or time constraints for delivery.	You should provide an explanation of how you will prevent or treat the risk or dependency.

Budget

* indicates a required field

Quotes or Cost Estimates

Quotes or an acceptable cost estimate need to be included for each activity element, with the number of quotes needed dependent on the amount of CRIF funds requested for that element.

Requirements for quotes and cost estimates for non-Council CLMs (Inc GST)

- $0 - $30,000 requires at least one (1) written quote
- $30,001 - $150,000 requires at least three (3) written quotes (preferred)
- $150,001 + requires acceptable cost estimate and a commitment (that is, a strategy) for procurement via a competitive public tender

It is preferable for Crown land managers to obtain the **target benchmark of 3 quotes (Inc GST) for each activity element between $30,001 - $150,000,** *this gives assessors sufficient comparative information to make an informed value assessment.* **If this proves too difficult then we will accept 2 quotes down to a minimum of 1. Please note however that, all quotes will be marked down or potentially be marked ineligible if they do not represent reasonable value for money in the use of public CRIF funds.** *The less quotes provided, the harder it is to assess the "Value for Money" of your activity element and potentially the lower the score attributed to your project.*

* **Cost estimates in support of detailed plans are acceptable for larger projects in excess of $150k for:**

  1) Council CLMs

  2) Non-Council CLMs *if the estimates are provided by* **professional estimating firms**.

Note that these will be assessed for value for money relative to the proposed project plan along with other CRIF assessment criteria.

Activity Element

Please include all expenditure items that you are seeking to fund under the grant.

Please note, these items must be eligible under the grant as according to the CRIF guidelines.

Activity Element	CRIF Funding (inc GST)	Crown land manager (CLM) funds (inc GST)	Other sources of funds (inc GST)	Total cost (inc GST)	Please attach quotes for the activity
	$	$	$	$	
	$	$	$	$	
	$	$	$	$	
	Must be a dollar amount.	Must be a dollar amount.	Must be a dollar amount.	This number/ amount is calculated.	

Comments regarding quotes (if required)

Activity Element Totals (all totals include GST)

CRIF Funding	CLM Funds	Other Sources	Total Project Cost
$	$	$	$
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.

Reconfirm total project cost and amount requested below (including GST)

Minimum grant amount is $100,000

Maximum grant amount is $1 million

Total Project Cost *

$ [   ]

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

Total Amount Requested
*

$ [   ]

What is the total financial support you are requesting under this grant?

Difference in Total Project Cost Requested

[   ]

This number/amount is calculated.
This is a control check, to ensure your Total Project Cost in the Activity Element/s is the same as the Total Project Cost you have entered above.

Please review the 'Total Project Cost' in the Activity Element/s as there is a difference between the 'Total Project Cost' and the amount you have entered.

Difference in CRIF Funding Requested

[   ]

This number/amount is calculated.
This is a control check, to ensure your CRIF Funding total in the Activity Element/s is the same as the Total Amount Requested you have entered above.

Please review the 'Total Amount Requested' as there is a difference between the CRIF Funding total in the Activity Element/s and the 'Total Amount Requested' you have entered.

Other Inputs

Please detail any other, non-financial inputs that you will require in order to deliver the project, including the confirmation status of the input.

Input description	Input status
Non-financial inputs could include staff/volunteers time/expertise, equipment, facilities, pro bono or in-kind contributions, advocacy, and other types of support.	

Total Applicant Co-contribution

$

This number/amount is calculated.
What is the total monetary amount the applicant will be contributing to the project?

Co-contribution %

This number/amount is calculated.
Percentage applicant contribution to Total Amount Requested.

Applicant In-kind Contribution

Please detail any in-kind contributions the applicant will be making to the project.

Supporting Documentation

Upload Supporting Documentation

Please upload any supporting documentation that you are including with this application.

(Eg budget estimates, project plans, quotations, proposed plan drawings, key project personnel details & qualifications etc.)

Supporting Documentation
Attach a file:

You do not need to upload separately, you can upload more than one file at a time.

Supporting Documentation
Attach a file:

You do not need to upload separately, you can upload more than one file at a time.

Supporting Documentation
Attach a file:

You do not need to upload separately, you can upload more than one file at a time.

Declaration and Authorisation

* indicates a required field

Declaration

The Applicant represents and warrants that this application has been submitted by an authorised representative of the Applicant (e.g. CEO, Chief Financial Officer, General Manager, Director, Chair of the Board, President, authorised manager etc).

Where this Application is submitted in the course of employment by a representative of any kind (e.g. authorised representative or agent) of the Applicant, you: (i) acknowledge and agree that the Applicant is deemed to be jointly and separately bound by this application; and (ii) represent and warrant that you have the authority to represent and bind the Applicant as contemplated by this provision.

By submitting this application form I hereby declare that:

- I agree for my project to be automatically considered in other NSW funding programs should the opportunity arise;
- I have read and understood each of the acknowledgements, agreements, representations and warranties provided above, and that each of these are true and correct;
- All information provided including the responses to each question in the relevant sections of this application is true and correct to the best of my knowledge;
- Any information contained in this application may be disclosed to other Government agencies, staff administering the program, and to external stakeholders (including consultants, lawyers and other advisers) as part of the assessment of this application;
- I am authorised to submit this application on behalf of, and have the authority to represent and bind the Applicant;
- I understand that any false declaration may render this application ineligible/invalid; and
- All relevant conflicts of interest have been declared

Authorisation

I agree *   ☐   Yes

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)

Phone number *

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Email *

Must be an email address.

Applicant Feedback

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.

How did you find 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.