

Category Three:

(3) Quick Response Grant

Up to $2,000 per application

Please refer to the [Grant Guidelines](https://d31atr86jnqrq2.cloudfront.net/docs/guidelines-community-development.pdf?mtime=20200721100646&focal=none) and schedule before submitting an application and note that hard copy, faxed or emailed applications will not be accepted.

|  |  |
| --- | --- |
| **Name** |  |
| **Street Address** |  |
| **Contact Person and Position** |  |
| **Phone** |  |
| **Email** |  |
| **Name of Application** |  |
| **Amount of Funding Requested** |  |
| **Date of Submission** |  |

**Please indicate which program priorities your application directly relates to.** (10% of assessment):

□ Encourage residents and community groups to actively participate in their local city community

□ Strengthen reconciliation practices

□ Deliver inclusive responses to meet the needs of isolated and marginalised groups, including but not limited to services to vulnerable people who are affected by extreme weather conditions

□ Promote lifelong learning

□ Increases volunteer participation

□ Promote active participation in decision making

□ Provide access to learning, services and ideas

□ Create opportunities for people to connect with and welcome newcomers into their local neighbourhood

**Part 1**

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| --- | --- | --- |
|  | | *Assessment Weighting* |
| **Brief Overview of the Application**  (Suggested 100-word maximum) |  | *NA* |
| **Who is the target group and how do you plan to engage your target group?** |  | 10% |
| **How did you determine that this application was needed? What evidence do you have to support its development?** (e.g. Service statistics, ABS data, anecdotal observations, local engagement) |  | 20% |
| **What outcome/s are you seeking to achieve?**  (These outcomes must align with Council and contribute to making the City of Adelaide a creative and liveable city) |  | *10%* |
| **How will you measure your outcome/s?**  (Include both qualitative and quantitative measures) |  | *10%* |
| **Please provide details of how you plan to deliver the project to achieve the outcome/s you outlined** |  | *15%* |
| **Please provide details on how your project will demonstrate consideration of;**   * environmental sustainability * inclusivity of all members of our community and * low or no cost for disadvantaged groups |  | *15%* |
| **Where will the application take place?** (It must be within the boundaries of the City of Adelaide including any of the Park Lands) |  | *NA* |
| **What will Council’s funds be used for?** (e.g. marketing, infrastructure hires, performance fees, insurance etc) |  | *NA* |
| **Start Date** |  | *NA* |
| **End Date** |  | *NA* |

**Part 2**

**What partnerships relate to this application and what will each partner contribute both in kind and financial?** (10% of assessment)

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| --- | --- | --- |
| **Partner** | **Contribution** | **Confirmed** |
| *Local Primary school* | *Financial hire of pop tops for event* | *$300* |
| *Neighbours* | *In-kind donation of food* | *$200* |
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*\*\*Please provide evidence of such local support and partnerships in your documentation e.g. email or letter of support\*\**

**Proposed Budget**

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| --- | --- |
| **Item** | **Amount** |
| *Facility Hire* | *$100* |
| *Insurance* | *$150* |
|  |  |
|  |  |
| **Total (must match funding amount requested)** |  |

*\*\* Individual residents and unincorporated groups applying for funds to support a neighbourhood party or small scale event on Council land (e.g. a street or Park Lands) may be able to be covered by Council’s Ad Hoc Hirers Liability Policy at no cost (subject to discussion with Council’s provider). Please discuss with the Grants Officer if you think your proposal might fit within this policy\*\**

**Checklist**

Before submitting your application make sure you have:

* Discussed your application with the Grants Officer
* Completed all sections of the application form, including evidence of local support (for individual applicants) and any other relevant documents
* Kept a copy of your application for future reference

**Authorisation Details**

I certify to the best of my knowledge that the statements made in this application are true. I have read the City of Adelaide’s Community Development Grant Program guidelines. I understand that should this application be approved by the City of Adelaide that I would be required to accept the conditions of the grant in accordance with the Council’s accountability and reporting requirements.

|  |  |
| --- | --- |
| **Name of Delegated Officer / Auspice Organisation** |  |
| **Position** |  |