

## Q. When does the Community Grant round close?

A. The Community Grant funding round will commence on the first day of the opening month and conclude on last day of the closing month (e.g. open on 1 August and close on 30 September) If the closing day falls on a Public Holiday or during a long weekend, applicants may have until 5pm on the following Tuesday to submit but only if they wish to hand in a hard copy at a council office. Late applicants are not encouraged. Applicants will be notified within 6-8 weeks of the round closing.

Grant Types	Round Opens	Round Closes	Notification to Applicants
Small Grant (\$500 - \$3,000)	August	September	November
	February	March	May
Community Grant (\$3,001 – \$10,000)	August	September	November
	February	March	May
Major Grant (\$10,001 – to \$20,000)	August	September	November
	February	March	May

## Q. Who can apply for a grant?

A. Not for profit community groups or organisation can make an application under the program. Eligible community organisations are defined as:

- ‘Not-for-profit’ organisations consisting of people having common interests; or
- An entity that carries on activities for a public purpose or another entity whose primary objective is not directed at making a profit, such as sporting clubs, social clubs, school P&C’s, arts and cultural groups and service organisations.

## Q. Where do I find more information?

A. Guidelines, application forms and examples of previous projects are available on Council’s website [www.maranoa.qld.gov.au](http://www.maranoa.qld.gov.au)

## Q. Are application forms available in an electronic version?

A. Yes. Electronic versions of the community grant application forms are available in pdf format and can be downloaded from Council’s website [www.maranoa.qld.gov.au](http://www.maranoa.qld.gov.au) under Community.

## Q. Can I get some help in developing my project and completing the application?

A. Yes. Council’s Local Development team are available to provide assistance and advice on 1300 007 662.

## Q. Can organisations from outside the Maranoa Region apply?

A. Yes. Provided that you can clearly demonstrate that your project, event or activity is being delivered in the Maranoa Region and/or there is a direct benefit to communities and residents within the Maranoa Region.

## Q. Do I or my organisation need to be registered for GST?

A. No. If your organisation is not required to be registered for GST, the GST will not apply to any grant allocated.

## Q. Does my group / organisation need an ABN or be a registered charity organisation?

A. No. You will need to provide evidence that your organisation meets the eligibility criteria and provide a completed Australian Tax Office Statement by a Supplier form confirming tax exemption status. Copies of the Statement by a Supplier form are available on line at <https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>

## Q. Can my organisation apply for ‘one-off’ grants for multiple projects?

A. No. Organisations can lodge only one application for each funding type i.e. Small, Community or Major per funding round.

## Q. Do I need to provide original supporting documents with my application?

A. No. Photocopies of original supporting documents and certified copies of financial statements are acceptable, as applications are not returned.

## Q. How will my organisation know if our application was successful?

A. All applicants will be notified in writing regarding the outcome of their application. Successful applicants will receive a grant approval letter and a grant acceptance form detailing the terms and conditions of the grant.

## Q. How will my organisation receive the grant?

A. Successful applicants will be required to complete the grant acceptance form and nominate preferred method of grant receipt i.e. EFT or Cheque. Completed forms must be returned to Council before the grant will be issued.

**Q. If my application is unsuccessful, can I apply for the same project in future funding rounds?**

A. Yes. However you are encouraged to seek feedback as to why your application was unsuccessful in the first instance. It is also recommended that you contact the Economic and Community Development Team for further advice and assistance.

**Q. If we are not satisfied with the outcome of our application can we appeal?**

A. Yes. Any community organisation which is unsuccessful with their application may appeal the decision. The organisation must submit their appeal in writing to Council's Chief Executive Officer. Council will consider such appeals with each case being considered on its merits without precedent.

**Q. Why is Senex jointly co-funding with Council the small grants category?**

A. Senex is partnering with Council to double the amount of funding available to community groups for small grants in recognition that Council receives more grant applications than there are dollars available, and to help the passionate and hardworking volunteers who do so much to keep the Maranoa community strong.