

## Application Criteria

- Application is eligible to receive funding.
- Application meets a significant and demonstrable need in the local community.
- Application is based on sound research and has a strong likelihood of meeting its objectives.
- Incomplete applications will not be assessed.
- If time constraints apply to the funding, this should be noted in your application.
- Keep a copy of your application form and written Funding Submission for your own records and in case of request.

## Preparing Funding Submission

Provide details about your application in a letter with a maximum of 300 words including:

- A brief history/profile of your organisation, including its objectives and the activities it conducts;
- The number of volunteers and/or paid employees in your organisation;
- Why you need this funding;
- What benefit will be gained from the funding, including who it will benefit, the number of people and how the local community will benefit from the project;
- Provide information that will outline and support your organisation's achievements to date;
- Provide details of any other financial support your organisation receives.

## Evaluation

Each grant application will be considered in its merit along with all other applications.

- Grant recipients must ensure that their financial reporting process and documentation procedures are adequate.
- A final acquittal report is provided within six (6) months of the completion of the project

## Other Conditions

- Successful applicants will be notified within thirty (30) days of the closing date.
- Successful applicants will be published in external publications, media and listed on the Greenbank RSL Services Club website for public information.
- Successful applications may not apply for further grants for a 12-month period\*
- Representatives of the Greenbank RSL Community Benefit Foundation may visit any applicant at times and on conditions agreed between the parties to inspect projects.
- Grant recipients will be required to attend a Presentation Ceremony at the Greenbank RSL Services Club Inc.
- No more than 10% of the awarded grant may be spent on administration costs.
- The decision regarding successful applicants will be final and no correspondence will be entered into.
- Unsuccessful applicants may reapply for subsequent funding opportunities.
- Successful recipients must display a sign or plaque on site mentioning the Greenbank RSL Community Benefit Foundation.



GREENBANK  
RSL



## COMMUNITY BENEFIT FOUNDATION

Supporting you and your  
local community!

## Supporting our Community

The Greenbank RSL Community Benefit Foundation has been established to provide support to the local community and will provide direct grants to charitable organisations helping improve community welfare and make our local communities a better place to live, work and play.

The Foundation also aims to target charitable organisations with limited resources and/or financial support.

We welcome applications from eligible Not-for-Profit organisations that provide vital local services within the Brisbane Southside Suburbs, in the areas of childhood/youth; people with disabilities; environmental care and social/community welfare.

The pillars of the Greenbank RSL Community Benefit Foundation are supporting youth, health, culture and community.

## Grant Amounts

An amount of up to \$75,000 in total is available from the Greenbank RSL Community Benefit Foundation annually. Individual grants range from \$1,000 to \$10,000 per application except where it can be proven that meaningful impact will result from the community grant in which case the funds allocated may be greater.

## Eligibility

Applicants must demonstrate that they fall within the following eligibility guidelines:

- The applicant is a community based not-for-profit organisation, small community-based organisation, community support group, community-based sporting organisation, charitable organisation or State school.
- The organisation must reside/be based within the Brisbane Southside community.

### Ineligible Applicants

- Businesses
- Political or secretarial organisations
- Trade Unions
- Professional Associations (e.g. Law Society)
- Organisations registered as companies incorporated for profit making purposes
- Non-Deductible Gift Recipients (must have an ABN and be DGR endorsed)

### Ineligible Projects

- Projects outside the Brisbane Southside area
- General Fundraising Appeals
- Overseas travel
- Funding for individuals

## Assessment

Applicants will be required to submit both an application form and a written funding submission. The funding guidelines assist in determining the organisation's eligibility to receive a Greenbank RSL Community Benefit Foundation grant.

The written funding submission should include an outline of the proposal stating the specific details of funding required and how it will be used. The submission must not exceed 300 words in length.

This information will be assessed by the Greenbank RSL Community Support Committee who will also consider the applicant's current financial position to assist in establishing a priority of need.

## How to Apply

The application form must be completed in full, with the funding submission attached. The submission form can be downloaded from the Community Support tab on our website.

### Funding Dates:

**Applications Open:** June—August  
**Applications Close:** 30 September  
**Presentation:** October—November

**Forward your completed submission to:**  
Community Services Co-ordinator  
Greenbank RSL Services Club  
PO Box 700  
Browns Plains QLD 4118  
adminrsl@greenbankrsl.com.au

