



## Australia's Open Garden Scheme Victorian Bushfire Community Grants application form

To complete this form: Save it to your computer, then place your cursor on the shaded areas and type as normal. Or print the application out and fill it in by hand.

Contact name	■	
Organisation		
Postal address		
Email address		
Phone	(W)	(H)

**Please provide us with one sentence that describes the project** (this is for reference purposes only & will not be used to evaluate your application)

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### Address/ location of the project site

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**Current usage & status of site** – include relevant details of ownership, leases (if applicable) & attach approval for the use of the site from the appropriate person/organisation (if relevant)

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### Who will be responsible for maintenance and how will the project be maintained into the future:

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**Please attach the following information:** (please read the criteria and guidelines on page 2 before preparing & submitting your application).

1. A DESCRIPTION OF THE PROJECT
2. DETAILED COSTINGS
3. INFORMATION ABOUT JOINT FUNDING – please provide details about joint funding either in place or being sought
4. A TIMETABLE FOR THE PROJECT
5. HOW THE PROJECT FULFILLS THE CRITERIA (please ensure you address each of the selection criteria on page 2)
6. TWO REFERENCES SUPPORTING THE PROJECT Written references supporting the project must accompany the application. These references should demonstrate broad community support for the project, and therefore need to be from people not closely involved and who have standing in the local community eg. politicians, local councillors or council officers, ministers of religion, officeholders of service organisations, school principals.
7. OTHER MATERIAL including photographs, a plan etc (if relevant)

I have read and understood the information regarding my application for an Australia's Open Garden Scheme Community Bushfire Grant. I understand that the judges' decision is final and that no further correspondence will be entered into. I also understand that the grant money is not a prize for personal profit or gain and is strictly for the project described. I further understand that AOGS has the right to allocate and supervise the spending of the grant money. I understand that recipients of these grants may be invited by AOGS to participate in promotion and publicity of the project.

Where projects do not proceed within the stated timetable, AOGS reserves the right to withhold part or all of the funds or to request that the grant be refunded. All applications remain the property of Australia's Open Garden Scheme and ABC Local Radio.

Signed:	
Print name:	
Date:	

## Eligibility for Australia's Open Garden Scheme Bushfire Grants

- The grants are for projects in communities affected by the bushfires of summer 2009.
- Applications are invited from community groups and not-for-profit organisations.
- Grants of between \$5,000 and \$20,000 are available (with a total of \$80,000 to be distributed).
- Jointly funded projects as well as projects with in-kind support are welcome. Details of other funding and support either in place or being sought should be included with the application.
- Schools and educational institutions are eligible to apply, and direct evidence of student participation in the planning and implementation of the project is an advantage.

## Essential Information required

- Applications must include detailed costings of all aspects of the project.
- Applications must include a timetable for completion of the project.
- Applications must show a demonstrated commitment to ongoing maintenance.
- Applications must be accompanied by at least two independent references demonstrating broad community support for the project.

## Selection Criteria

All applications should address the following selection criteria:

- The project should be of lasting benefit to the local and wider community.
- The project should be easily visible as well as accessible to the public on a permanent or semi-permanent basis. The accessibility criterion is waived for schools and educational institutions.
- The project must have demonstrated support of the local community.
- The project should involve volunteers and/or community based groups.
- The project should enhance the knowledge and pleasure of gardening.

In addition, projects may have direct relevance to bushfires and fire awareness.

## Guidelines For Completing Your Application

- Please be concise and clear both about the project and what you are seeking funds for.
- If the total cost of the project exceeds the amount you are applying for, please explain which aspect of the project is to be funded, and provide details of other funding either in place or being sought.
- Please only use white A4 paper for your application. Plans (if included) may be larger.
- All material must be typed, clearly labelled and affixed to the application by clip.
- Please do not bind or staple your application.
- Images: do not send discs or videos. Please send only printed images.
- **Applications will only be accepted by mail, NOT by email or fax.**
- **Applications must be received by 5pm Friday 30 April 2010.**
- **Enquiries should be directed to: 03 5568 1138 or [events@opengarden.org.au](mailto:events@opengarden.org.au)**
- **Applications should be sent to:**

**Bushfire Garden Grants**

**Australia's Open Garden Scheme, PO Box 187, New Gisborne, 3438**