

FNPW project application

Form Preview

Eligibility

* indicates a required field

Applicants: please note

Before completing this application form, you should have read the **FNPW Community Conservation Grant** guidelines: [FNPW Community Conservation Grants](#).

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact grantsmanager@fnpw.org.au

Confirmation of Eligibility

I confirm that the applicant ...

- has read and understands the program guidelines
- is able to demonstrate alignment between their project and the aims of this program
- is a not-for-profit organisation (includes educational institutions such as schools and kindergartens)
- is incorporated, or is auspiced by an incorporated organisation for the purposes of this application
- is located in Australia
- is able to demonstrate financial viability
- does not owe any reports or money to FNPW as a result of previous funding or grants
- has the appropriate type and level of insurance for the activities that are the subject of this grant

Please select below: *

Yes No

You must confirm that all statements above are true and correct.

Contact Details

* indicates a required field

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to: <https://www.fnpw.org.au/website/privacy-policy>

Applicant type

Are you applying on behalf of:

- an individual
- a non-government organisation
- a government organisation or department

Applicant details

Applicant organisation name *

Organisation Name

Please use your organisation's full name. Check your spelling and make sure you provide the same name that is listed in official documentation such as with the ABR, ACNC or ATO.

Department / Branch / Faculty

Use this field only if relevant

Applicant Primary Address

Address



Applicant Postal Address

Address

Applicant website

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Must be a URL

Primary contact person *

Title First Name Last Name

This is the person we will correspond with about this grant

Position held in organisation *

e.g. Manager, Board Member, Fundraising Coordinator

Primary phone number *

Must be an Australian phone number.

Back-up phone number

Must be an Australian phone number.

Primary contact person's email address *

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

Does your organisation have an ABN? *

Yes

No

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	

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Main business location

Must be an ABN

As you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 48.5% of any approved grant may be withheld. Download the form from [the ATO](#).

Please upload completed Statement of Supplier Form:

Attach a file:

Max 25mb

Is your organisation endorsed as a Deductible Gift Recipient (DGR)?

Yes No

If you're unsure you can look up your DGR status at <http://abr.business.gov.au/AdvancedSearch.aspx>

Is your organisation registered with the Australian Charities and Not-for-Profits Commission (ACNC)?

Yes No

If you're unsure, you can check your registration at the ACNC website: <http://www.acnc.gov.au/>

What is your incorporation number?

Incorporated Association or Australian Corporation Number

Government department details

Department or Branch

Area or Location

Section / Unit

Cost centre number

What Corporate Strategic or Planning Priorities does the project meet?

Project Information

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Project title:

Provide a name for your project/program/initiative. Your title should be short but descriptive

Anticipated start date

Anticipated end date

If unknown, provide your best guess or leave blank If unknown, provide your best guess or leave blank

Project focus

The Foundation for National Parks & Wildlife has a simple mission: **Creating parks & saving species**

To achieve this we support projects that work within our 5 focus areas.

We are also working towards reporting against the international outcomes set by the Sustainable Development Goals (SDG).

All projects that we support must focus on at least one of our priority areas and work towards achieving at least one SDG.

What is the main focus area of your project? *

- Threatened species recovery
- Land and water conservation
- Cultural heritage
- Parks for people
- Environmental education

Choose which sustainable development goal your project will assist.

- Life on land (SDG 15)
- Life below water (SDG 14)
- Climate action (SDG13)
- Good health and well being (SDG 3)
- Quality education (SDG 4)
- Partnerships for the goals (SDG 17)

Alignment - How will your initiative help FNPW achieve our goals of creating parks & saving species?

Please consult the program guidelines for more information about our program and organisational goals - see www.fnpw.org.au. Go to the Funding Centre's Answers Bank at <https://www.fundingcentre.com.au/answersbank#Qu3> if you need some ideas about how to frame your response.

Project Location

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Is your project within or adjacent to an area designated by the National Reserve System or National Representative System of Marine Protected Area? *

- Yes
- No

If yes, please list them below.

Please provide the latitude and longitude of your project location.

To find longitude and latitude:

- Go to [Google Maps](#)
- Right click on the area of your project
- Choose "What's here?"
- Copy the longitude and latitude coordinates
- Paste into the boxes below

If your project is located across a large region please include the coordinates of the most central township.

Latitude

Longitude

Community support

Does the project require the consent or support of any other person or body? e.g. landholders, government bodies or traditional owner groups. *

- Yes
- No

If yes, what evidence do you have that this project/program has community support?

Go to the Funding Centre's Answers Bank at <https://www.fundingcentre.com.au/answersbank#Qu7> if you need some ideas about how to frame your response.

Please upload letters of support (if available/relevant)

Attach a file:

A maximum of 5 files can be attached

Project Details

* indicates a required field

Please provide a short summary of your project *

Word count:

Must be no more than 300 words.

Be descriptive, but succinct. Include a brief summary of who this project is for (i.e. beneficiaries), what you will do (i.e. the activities you will perform), and what effects you expect to result from your activities (outcomes). Go to the Funding Centre's Answers Bank at <https://www.fundingcentre.com.au/answersbank#Qu1> if you need some ideas about how to frame your response.

What is the need/problem and how will you address it? (Rationale / Theory of Change) *

Word count:

Must be no more than 300 words.

Tell us why your initiative is needed, and why you believe the activities you propose will produce the outcomes you seek. Provide statistics/evidence (where available) of both the need and the link between the work you will do and the outcomes you seek. Go to the Funding Centre's Answers Bank at <https://www.fundingcentre.com.au/answersbank#Qu2> if you need some ideas about how to frame your response.

List any state or national environmental programs, policies or plans that your project will enhance. *

An example of this would be the EPBC Act for Threatened Species, State or Commonwealth Government environmental policies, local government strategic plans or Masterplans for National Parks within your project area.

Describe how the problem you are targeting was identified and how the project activities were developed. *

Word count:

Must be no more than 300 words.

Project outcomes

Please tell us about the outcomes for the project.

Outcomes are the changes you expect to occur by undertaking the project. Generally outcomes can be framed as an increase or decrease in one or more of the following:

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- Skills, knowledge, confidence, aspiration, motivation, (these are generally **immediate** or short-term outcomes)
- Actions, behaviour, change in policy (these are generally **intermediate** or medium term outcomes)
- Social, financial, environmental, physical conditions (these are generally **long-term** outcomes)

Immediate outcomes occur directly following an activity (e.g. within 1 month); intermediate outcomes are those that fall between the immediate and long-term (e.g. between 1 month and 2 years); and long-term outcomes are those we expect to see years later (e.g. 2, 5, 10 or 50 years after the activity).

We also want to learn more about how you propose to gauge whether your anticipated outcomes have been achieved - what you will measure and how (**indicators**).

If you need more help understanding what outcomes are, read the materials at www.ourcommunity.com.au/evaluation

List your initiative's anticipated outcomes and attached information in the following table. Leave blank any fields that do not apply to your initiative.

Anticipated Outcomes	Timeframe	Indicators & Verification Method

Project activities

What outputs or activities are you expecting to produce or undertake through this project?

Outputs are activities that are involved in your project.

Activities or outputs are immediate, obvious, and (usually) countable changes a project/program generates. Examples would include the number of trees to be planted, the number of classes to be held, the number people expected to attend a training course, the number of possums to be treated for a disease, the number of volunteers to be engaged.

List your initiative's intended outputs, including approximate numbers (if possible), in the following table. Leave blank any fields that do not apply to your initiative.

These are things that you will be required to report on for your project, so they should be measurable and time dependent.

Number	Who or What	Activity	Timeframe
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Project milestones

Are there any major steps / stages (i.e. milestones) involved in delivering your initiative?

Milestones are often used to mark significant points in the project e.g. planning completed, a specific activity undertaken, an event being held.

Milestones can be used to report on and can assist in communicating the progress of your project. There should be at least one milestone within your project that can be reported against.

Milestone	Start Date (if known)	Finish Date (if known)	Notes

Community engagement

* indicates a required field

Community participation

Does the project provide for community involvement and participation? *

- Yes
- No

Describe any opportunities the project provide for community involvement and participation.

Word count:

Must be no more than 300 words.

Opportunities may include volunteering, site visits, education visits or community group involvement in on-ground delivery of the project.

Communicating your project

As part of receiving a grant from FNPW you will be required to communicate the outcomes of your project and the issues being addressed.

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This could be through your groups membership base or networks, on your organisations social media channels, through traditional media such as newspapers, tv or radio, or through publication of research.

Describe how you will communication the outcomes of your project and the issues being addressed. *

Word count:

Must be no more than 300 words.

Please tell us which of the following social media and online communication channels your organisation currently uses:

- Facebook
- Twitter
- YouTube
- Website blog / news updates
- Membership newsletter
- Online fundraising pages
- None
- Other:

Financial information

* indicates a required field

The following information will assist us in understanding the size and scope of your project and how you have planned for the funding to be used.

We may not be able to fund the total amount requested, so information regarding specific items for funding assist us in supporting your project in some way.

Please note:

This is a small grants round with a total pool of \$50,000 for allocation. Applications seeking up to \$10,000 that show value for money and include co-contributions will be given preference.

Projects requiring more than \$50,000 may be eligible for future co-funding or fundraising appeals. Please complete your application and contact grantsmanager@fnpw.org.au to discuss these projects.

Total Amount Requested

What is the total financial support you are requesting in this application?

Total Project/Program Cost

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

Budget (GST exclusive)

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Please outline your project budget in the income and expenditure tables below, including details of other funding that you have applied for, whether it has been confirmed or not. All amounts should be GST exclusive.

The first row of the income table MUST be the amount requested from this grant.

Provide clear descriptions for each budget item in the 'Income' and 'Expenditure' columns, Examples of income could include 'council community grant', 'trivia fundraising night', 'company X sponsorship'. Examples of expenses could include 'onsite power & water for 6 months', 'office supplies', 'part-time staffer x 40 hours'.

Use the 'Notes' column for any additional information you think we should be aware of.

Your budget **MUST** balance (TOTAL INCOME AMOUNT = TOTAL EXPENDITURE AMOUNT). Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly.

Please **do not add commas** to figures - e.g. type \$1000 not \$1,000 - this will ensure your figures for each table total correctly.

Income Description	Income Type	Confirmed Funding?	Income Amount (\$)	Notes
			\$	

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
		\$	

Budget Totals

Total Income Amount
 \$
 This number/amount is calculated.

Total Expenditure Amount
 \$
 This number/amount is calculated.

Income - Expenditure

 This number/amount is calculated.

Is this part of a larger project? *

- Yes
- No

If your project has a comprehensive budget document please attach it here.

Attach a file:

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If your application for funding is part of a larger project a comprehensive budget outline must be included.

Please describe the in-kind contributions Confirmed? being made to your project.

Please detail any project partners or sponsors involved in the project.

Word count:
Must be no more than 300 words.

Have you previously received any grants from the Foundation for National Parks & Wildlife? *

- Yes
- No

If yes, please outline all grants including project number.

Risk Management

* indicates a required field

Applicant capacity

Please provide some information about your organisation that will give us confidence that you can complete the work you've described in this application. *

Word count:
Must be no more than 300 words.
Include in this section information about your strategies for providing the inputs (money, staff/ volunteers time/expertise, equipment, facilities, pro bono or in-kind contributions, advocacy, etc.)

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and how you will complete this project/program within the proposed timelines. Provide information also about any past work that may demonstrate your organisation's capacity to undertake this work. Provide links to further explanatory material if available/relevant.

Risk mitigation

Describe how the intended outcomes of the project will be sustained beyond the life of this project funding. *

Word count:

Must be no more than 300 words.

List any risks affecting the successful outcomes of the project and accompanying mitigation strategies. *

Word count:

Must be no more than 300 words.

Please provide a link to or attach a copy of your project risk assessment.

Your risk assessment should be as comprehensive as possible & must be in pdf, word or excel format.

A simple risk assessment template can be found [on the FNPW website](#).

A complete risk assessment must be completed if your project is funded by FNPW.

Upload files

Attach a file:

Certification and Feedback

* indicates a required field

Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct.

I understand that if the applicant organisation is approved for this grant, we will be required to accept the terms and conditions of the grant as outlined in the grant agreement.

[An example grant agreement can be found on the FNPW website.](#)

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I agree *

Yes

No

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)

Contact phone number *

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

Contact Email *

Must be an email address.

Date *

Must be a date

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.

Please indicate how you found 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.