

# **Youth Services Innovation Fund Palmerston**

## **Grant Application Form**

**Please read the Guidelines before completing your application.**

Your Organisation/Community Group	
Name of Organisation/Community Group:	
Contact Person:	
Position Title:	
Contact Number:	
Email Address:	
Postal Address:	

Is your organisation/community group registered for GST?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
What is your Australian Business Number:	

Is your organisation/community group incorporated?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
Date of Incorporation:	
Details of Sponsoring Body:	

About the funding	
What grant type are you applying for? (You may check several boxes below)	
<input type="checkbox"/>	<p><b>\$1,000 up to \$20,000 for Single Activity/Series of Activities</b></p> <p>For a new activity, or a series of activities offered on after-hours, evenings, weekends or school holiday periods.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> single activity evening</li> <li><input type="checkbox"/> series of activities evenings</li> <li><input type="checkbox"/> single activity on weekends</li> <li><input type="checkbox"/> series of activities weekends</li> <li><input type="checkbox"/> single activity in December/January school holiday period</li> <li><input type="checkbox"/> series of activities in the December/January school holiday period</li> <li><input type="checkbox"/> single activity in the April school holiday period</li> <li><input type="checkbox"/> series of activities in the April school holiday period</li> <li><input type="checkbox"/> single activity in the June/July school holiday period</li> <li><input type="checkbox"/> series of activities in the June/July school holiday period</li> </ul>
<input type="checkbox"/>	<p><b>up to \$80,000 for Activity Programs</b></p> <p>For organisations and community groups to run a program of after-hours activities offered on evenings, weekends and/or during the school holiday periods delivered in collaboration with other service providers and/or community groups and including linkages to support for young people at</p>

risk.

- program of evening activities
- program of weekend activities
- school holiday program for December/January period
- school holiday program for April period
- school holiday program for June/July period

**How much funding are you requesting?**

\$

**Are you the lead organisation applying in collaboration with other organisation/groups?** Please provide confirmation (letter or email) of their support with your application.

Yes <input type="checkbox"/>	No <input type="checkbox"/>
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**Activity details**

<b>Title of Activity/Activities/Program:</b>	
<b>Location and Venue of Activities:</b>	

**Activity/Activities/Program information**

**1. Provide a detailed description of the activity/activities/program, including youth engagement aims/outcomes and how this can be measured.**

**What age group are you targeting and how many young people are anticipated to attend? (e.g. 10 to 17 year olds, 200 young people).**

**Are there any particular groups of young people you are targeting and why? (e.g. CALD, Aboriginal, LGBTQIA+ etc)**

**How your proposal meets the selection criteria**

**What is your commitment to deliver activities in Palmerston that are accessible, appropriate and able to effectively engage at-risk, disengaged and disadvantaged young people?**

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**How do you propose to provide activities that engage older young people (10-17 year olds) during evenings and on weekends?**

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**What is your commitment and availability to involve young people in the planning, implementation and evaluation of the proposed activities and services?**

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**What policies and procedures do you have that demonstrate a commitment to youth development, warm referral processes and/or the provision of fun activities and safe environments for young people?**

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**What activities will you provide that engage other service providers to support young people into on-going alternative pathways?**

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**What evidence can you provide of your organisation/groups capacity to collaborate with other providers, services, agencies and community groups, and how your proposed collaboration/s will meet the interests and needs of the target group?** The lead organisation only is required to submit the application.

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**What capacity do you have to scale activities and services up or down according to need and in response to peak times, local community events and conditions?**

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**What is your commitment to a process that will collect evidence of what works best and makes the most difference for young people?**

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**Financial details**

**Have you applied for/or receive funding from another funding source?** Please provide details.

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**Budget**

Please detail what you will be spending the youth engagement grant funding on. Please check the grant guidelines for details of what is eligible for funding and what is not.

Income	Amount
<b>Grants</b>	
<b>Fundraising</b>	
<b>Trading/Operating Activities</b>	
<b>Other Income</b>	
Expenses	Amount
<b>Advertising and Promotion</b> <i>(please specify)</i>	
<b>Administration costs</b>	
<b>Staff Wages</b>	
<b>Consultancy</b>	
<b>Case management services</b> <i>(not exceeding 20% of the total funding request)</i>	
<b>Catering</b> <i>(not exceeding 20% of the total funding request)</i>	
<b>Hire Venue</b>	
<b>Hire of Equipment</b>	
<b>Consumables</b>	
<b>Capital Equipment</b> <i>(not exceeding 20% of the total funding request)</i>	
<b>Travel</b>	
<b>Transport</b> <i>(not exceeding 20% of the total funding request)</i>	
<b>Airfares</b>	
<b>Accommodation</b>	
<b>Other</b> <i>(please specify)</i>	
<b>Other</b> <i>(please specify)</i>	
<b>Total Expenditure</b>	<b>\$</b>

Provide a detailed budget on what the grant funding will be utilised for.

A preferred template is provided above for your use or adaptation. Alternatively you may attach a budget in your own format.

Attached?

Yes

What kind of commitment/in kind support will your organisation give this activity/activities/program?

e.g. financial, administration, volunteers, catering, transport, promotion and venue/use of facilities

What kind of commitment will the collaborator/s offer to this activity/activities/program? e.g. financial,

administration, volunteers, catering, transport, promotion and venue/use of facilities

**Other**

Do you want to be added to the Office of Youth Affairs Mailing List?

Yes

No

**Authorisation**

I certify, as an authorised representative of this organisation or community group that the information given in this application is true and correct and I understand that should this application be successful, some of the information may be used for promotional purposes.

<b>Signature:</b>		<b>Date:</b>	
<b>Printed Name:</b>		<b>Position</b>	
<b>Organisation/Community Group:</b>			

**Submitting your application**

**Checklist - have you:**

- completed all questions
- signed and completed the authorisation
- kept a copy of all documentation for your records
- attached written confirmation from other organisations/community groups for collaboration and/or the auspisor organisation (if required)
- completed or attached copy of a detailed budget plan

Applications should be emailed to [oya@nt.gov.au](mailto:oya@nt.gov.au) or alternatively, you may post to:  
 Grants Officer, **Community Engagement, Territory Families, PO Box 37037, Winnellie, NT 0820**

If you have any queries, please call Community Engagement on (08) 8999 3862 or email between 8:00am and 4:00pm, Monday to Friday.

**Privacy Notice**

Territory Families is collecting the information on this form to ascertain whether or not the application meets the Youth Services Innovation Grant Guidelines and Eligibility. If you do not provide all the information requested, we may be unable to process your application for funding.

If this application is successful, some of the information may be provided to the Office of the Chief Minister or the Minister for Territory Families, the Department of the Chief Minister, Territory Families, Media Organisations, Youth Organisations, Local Government and young people for the purpose of promoting your activity.