



# Small Grants 2024 Application Form

**Applications close 31 August 2024**

**Name of Organisation:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Number of financial members: \_\_\_\_\_

Last AGM financial balance: \_\_\_\_\_

(Please attach copy of balance sheet)

**Name of contact person:** \_\_\_\_\_

Position in organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Purpose for which Grant is sought:** *(full description of the project)*

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**Project Objectives:** *(also explain how these meet the Assessment Criteria and how they will be met)*

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**Output/s of Project**

- Oral History
- Collection, conservation and/or organisation of society's records
- Preparation for publication or reproduction of manuscript
- Preparation or reproduction of original photographs or artworks
- Cataloguing and archival storage of records
- Other project (please specify)

**How will you carry out the project?**

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**How will your project enhance community knowledge or understanding of Queensland's cultural heritage and history?**

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**When will the project be completed?** (*Explain how you will meet this date?*)

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**What will the benefits be?**

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**Are other organisations impacted by this project? Yes / No**

**If yes** provide details of the impact along with details of any discussion or agreements between the organisations.

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**Provide information on any partners and provide detail on their role (including any financial contribution).**

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**Expenditure**

Total grant sought	\$
Self-funding	\$
Labour & materials voluntarily supplied	\$
Funds from other sources	\$

**Proposed expenses**

Item Description	Cost

**General**

Please attach letters from support from **two** referees for your project and ensure that the contact details of the referees are included in the letters.

\* \* \* \* \*

**Contact for Grant Application:** \_\_\_\_\_

Position: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

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***Final applications must be received by 31 August 2024***

Please send to:

History Queensland

PO Box 734, Golden Beach Q 4551

Or

Email to [secretary@historyqueensland.org.au](mailto:secretary@historyqueensland.org.au)

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Office Use Only

Received: .....