

Application For Grant

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Steadfast Foundation

## The funding principles which underline our decision-making include:

* A focus on prevention - addressing the cause of a problem rather than treating the symptoms.
* Ongoing strategy - where our funding continues to have an impact well beyond the period of support.
* Partnerships - organisations that are working with others in the ﬁeld of endeavour.
* Sustainability - on conclusion of the period of support, the project will continue.
* Commitment to excellence - we will support organisations. programs and individuals who are outstanding in their ﬁeld.
* Leverage potential - where the grant has a greater impact when combined with support from other sources such as trusts, businesses and volunteers.

## Application Process

Complete the following cover letter and application form and post or email to:

**P.** Steadfast Foundation   
Attn: Yvette BurfordPO Box A980   
Sydney South NSW 1235

**E.** [yvetteb@steadfast.com.au](mailto:yvetteb@steadfast.com.au)

Your application will be reviewed by the Steadfast Foundation Board of Directors at its next subsequent meeting. The Board meets several times per year to consider grant applications.

You will be advised in writing if your application has been accepted/approved.

## NB: Please do not submit an application for a grant:

* If your request does not align with the funding principles;
* If you are a political organisation;
* If you are a religious or sectarian organisation involved in purely religious/sectarian activities (with the exception of projects which benefit the wider community);
* If your request is for a debt retirement or budget deﬁcit program;
* If your request is for core costs, general operating expenses or capital investment such as the purchase of buildings.

Cover Letter

All applications must provide the information requested, including required attachments, in order to be considered.

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| Name of organisation: |  |
| ABN number: |  |
| Postal address: |  |
| Street address: |  |
| Telephone number: |  |
| Website: |  |
| Contact person: |  |
| Telephone number: |  |
| Email address: |  |
| If a Steadfast staff member or representative supports your submission, please include the full name and contact details of this person. |  |

**Tax Status:** You will need to provide certiﬁcation from the Australian Tax Office (ATO) that shows the ATO has endorsed your organisation’s tax status with effect from 1 July 2000 or later – either by its inclusion in legislation, its inclusion in publicly accessible register, or by notiﬁcation. Failure to provide this information will result in your application being returned.

Brief description of the project:

Amount ($) of the grant being requested:

Total budget for the project or activity:

Total budget for your organisation (current year):

**Applicant’s declaration:** I, (insert full name)

am authorised by the organisation to make this application on its behalf and say that all the information provided is true and correct. I have read the terms and conditions relating to the application for a grant from the Steadfast Foundation, including the privacy statement and consent to use personal information, and agree to those terms and conditions.’

**Applicant’s signature:**

**Date:**

Application Form

Where possible, please align the details of your project to the Steadfast Foundation Funding Principles outlined on page 1 of this document.

### Project Details:

1. Describe the project - please do not hyperlink to other documents - attach them separately.

* It’s aims, objectives, strategies and methodology.
* Include the date of commencement, the location and provide any quantitative data if applicable.

1. Describe the beneﬁts, outputs and outcomes of the project.

1. How will the effectiveness of your project be measured?
2. How will this project be sustained after the grant funds have been expended?

1. How does your project differ from other initiatives conducted by similar organisations?
2. Please provide an itemised budget (income and expenditure) for each year of the project or activity.
3. List the names and qualiﬁcations or experience of the individuals who will direct and manage the activity or project.
4. List the trusts, foundations, corporations, governments or other sources from which you are seeking funding for this project.
5. Provide the contact details of at least two (2) individuals or organisations that would speak in support of the application if requested to do so.

Application Form

### Organisational Details:

1. Describe the history and purpose of your organisation.
2. Include information on any advocacy or lobbying that your organisation undertakes.
3. List the characteristics of the population that your organisation serves.  
   E.g. location, socio-economic status or age group.
4. Summarise the current programs and accomplishments of your organisation.
5. How many paid full-time, part-time and casual staff does the organisation employ?   
   How many volunteers regularly assist?
6. Please confirm that your most recent financial statements have been uploaded to the ACNC Website here :  
     
   https://www.acnc.gov.au/charity/charities
7. Provide a brief summary of all grants your organisation has received from trusts and foundations in the last three (3) years.
8. You must have the required tax status to be legally eligible for a grant. You must provide copies of documents that show the Australian Tax Office (ATO) has endorsed your organisation as an Income Tax Exempt Charity (ITEC) and Deductable Gift Recipient.

Charity Reporting Form

Please note: Do not complete this as a part of your application form. We ask you to complete this at the end of a 12-month period so that we can assess your progress.

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| --- | --- |
| **Grant / Project Name** |  |
| **Main Contact Details** |  |
| **Describe your project or grant in a few sentences** |  |
| **Start / End Date** |  |
| **Do you have funding from other sources?** |  |
| **Outline your desired outcomes** |  |
| **What challenges have you faced this year?** |  |
| **Total expenditure of your organisation this year?** |  |
| **Any feedback for us?** |  |

**Steadfast Foundation** makes grants to registered charitable organisations in Australia and globally. The core objectives are to advance the knowledge and beneﬁt communities in the areas of the arts, community wellbeing, education, environment, health science and medical research.

[www.steadfast.com.au/steadfast-foundation](http://www.steadfast.com.au/steadfast-foundation)