

**BDCU seeks to support programs and partnerships with non-profit organisations who are developing projects that support and enhance the economic, social, and health and wellbeing in the communities in which we operate.**

Before you get started:

Please ensure you meet these following guidelines for this application:

- **You are a BDCU Member**
- **You have an active Community Bank BDCU Account**
- **You can provide evidence of a minimum of 40% co-funding**
- **Your application does not exceed the maximum grant of \$10,000**

**Your project needs to have a targeted impact in the following eligible LGAs:**

- Goulburn Mulwaree Council
- Wingecarrabee Shire Council
- Wollondilly Shire Council
- Yass Valley Shire Council
- Upper Lachlan Shire

**Your project needs to align with an eligible organisation:**

- Community Health Services
- Registered Charities
- Sporting & Recreation Groups
- Not for Profit Health and Wellbeing Organisations
- Schools and Education Providers

**Please note the following organisations and projects will be deemed ineligible:**

- Individuals
- Services and operations normally the responsibility of government bodies
- Retrospective requests for projects already completed
- Applications for the purpose of fundraising for a secondary beneficiary
- Applications from political organisations
- Running costs of an organisation such as wages, advertising, consulting fees, staff work related expenses etc.
- Applications not clearly aligned with the core values of BDCU Ltd (see Appendix)
- Applications received after the funding round has closed.
- Successful applicants from the previous round of funding

**Organisations will be assessed favourably if they can demonstrate:**

- A clear vision for their organisation
- A deep understanding of how to achieve the outcome for which they are seeking funding
- A clearly defined project plan
- A proven track record of achievement
- Passionate and capable leaders
- How the project will have a long term and enduring community benefit

### Organisation's Details

Name of Organisation:

ABN:  BDCU Member Number:

*The ABN provided will be used to look up the following information: Entity name, ABN status, Entity Type, GST, DGR Endorsed, ATO Charity Type, ACNC Registration, Tax Concessions, and Main Business Location.*

Postal Address:   
*Street or PO Box*

Organisation's E-mail address:

Organisation's website (if applicable):   
*Must be a URL*

Is your organisation a Not-for-Profit?:

Is your organisation Incorporated?:

Briefly describe your organisation:

### Organisation's Primary Contact

Name:  Phone:

Position in organisation:

### Organisation's Secondary Contact

Name:  Phone:

Position in organisation:

## Project Details

Have you previously applied for a BDCU Community Grant?:

*(Please note organisations that have received funding in the previous round will not be eligible)*

Do you have any other grant applications pending for this project?:

Have you applied for a BDCU Community Grant under the auspices of another organisation?:

Project Name:

Total cost of project:

Briefly describe your project (50-100 words):

Briefly describe how the grant will be used? How monies will be allocated to achieve project objectives (50-100 words):

Who and how many members of the Highlands and/or Tablelands community will your project benefit?:

How many members of the local community will volunteer?:

Local Government Area(s) where the organisation is from and where the grant will be used:

- Goulburn Mulwaree Council
- Wingecarribee Shire Council
- Wollondilly Shire Council
- Yass Valley Shire Council
- Upper Lachlan Shire

Grant amount requested?:

% of project cost requested?:

*BDCU only funds to a maximum of 60% of project cost*

Will your project be viable if you receive less than the requested amount?:

Is your project co-funded by other partners?:

Attach supporting documentation on the following:

- Six months of Community Bank BDCU statements
- Proof of your clear vision of the organisation
- A deep understanding of how to achieve the outcome for which they are seeking funding
- A clearly defined project plan
- How your project is aligned with our Vision, Mission and Purpose (see Appendix)
- 2 x Quotes per item
- DA's where the application involves capital works
- Evidence of co-funding (min. 40%)
- Project Approval
- Most recent financial statements
- 3 x Letters of support
- Schools: Principal must co-sign applications from P&Cs
- Any other information, photos, plans the organisations wishes to provide.

Please provide your organisation's Community Bank BDCU details where the Grant Funds can be deposited into:

Account Name:

Account Number:

How did you hear about the BDCU Community Grant?:

Please note: BDCU will not publicly disclose any personal information, such as contact details.

**Declaration**

Two authorised office bearers of the organisation (one being the head of the organisation or Principal of school) must sign this application. If the application is auspiced, the head of each organisation must authorise the application.

- We understand that this application may not result in grant funding approval
- We agree, if successful, to complete the following within 12 months of the monies being received
  - the funds will be used for the intended purpose as outlined in this Grant application.
  - an acquittal statement (tax invoice or relevant receipts) will be provided to BDCU on the application of the funds.
- We agree that if the Grant is not used for the intended purpose, BDCU may request the funds be returned.
- We agree, if successful, to share learnings of the project that may benefit other organisations in the region.
- We acknowledge only one grant application will be accepted for an organisation in each funding round.
- We acknowledge and verify that all details supplied in this application and in any attached documents are correct and true to the best of our knowledge.
- We confirm we have provided all supporting documentation required. (Please complete checklist overleaf in full)

**Authorising person 1:**

Print Name

Organisation

Position held

Signature

/ /

Date

**Authorising person 2:**

Print Name

Organisation

Position held

Signature

/ /

Date

**Disclaimer**

Funds are allocated at the discretion of BDCU Limited ACN 087 649 787. Targeted impact and eligibility criteria are subject to change at any time. No correspondence regarding the outcomes of the assessment committee will be entered into with unsuccessful applicants. BDCU reserves the right to change the format of the program at any time.

**Upon completion please return your application form to:**

Email: [info@bdcu.com.au](mailto:info@bdcu.com.au)

Mail or in person: BDCU Bowral – 411 Bong Bong Street Bowral NSW 2576

### Applicant Check List

- Confirmed BDCU Member and Member Number included on the form.
- Six Months Community Bank BDCU Statements provided
- Most recent financial statements provided
- Evidence of a minimum of 40% co-funding provided
- Minimum 2 quotes per item
- If DA required - DAs for applications involving capital works.\*
- If required - Project approval for applications on land not owned by the organisation\*
- Letters of support - three letters of support included
- Schools - P&C applications must be endorsed by the Principal\*
- Grant does not exceed the maximum amount of \$10,000.

\*If not applicable please mark N/A in the check box.