

# Australian Lions Foundation

ABN 66 029 809 115



ALF OFFICE USE ONLY

Grant  
Number

Date  
Received

Action  
Taken

## APPLICATION FORM – GENERAL GRANT

### INSTRUCTIONS AND CONDITIONS FOR GRANTS

1. All Grant Applications must include a letter from the Applicant Club/District giving full details of and explaining the need for the project. Copies of any other relevant correspondence from appropriate sources must also be enclosed.
2. Projects for which financial support is sought must be community-based welfare projects.
3. ALF funding must be for specific items and not for general or central funds.
4. Grants requested must not exceed the funds being contributed by the Applicant Club/District and are limited to a maximum of \$15,000.
5. Copies of all quotes must be included with this Application.
6. The project must not have been commenced prior to the Grant Application being submitted and approved by the Australian Lions Foundation.
7. Grants must be taken up within 12 months of approval.
8. The Applicant Club/District is responsible for the proper and efficient administration of and accounting for all funds granted and a “FINAL REPORT” containing a complete accounting for the funds and copies of publicity and photographs of the project must be forwarded, within six [6] weeks of completion of project, to the Grants Chairman of the Australian Lions Foundation.
9. The completed project must include signage acknowledging the Foundation’s assistance and support.

*For further information, contact your State Trustee or our Grants Chairman before lodging the Application.*

### Forward To

The Acting Grants Chairman  
Australian Lions Foundation  
46 Ultimo Street, East Maitland NSW 2323

**ALL DECISIONS OF THE TRUSTEES ARE MADE IN GOOD FAITH AND ARE FINAL AND BINDING**

October, 2009





# AUSTRALIAN LIONS FOUNDATION

ABN 66 029 809 115

## APPLICATION - GENERAL GRANT

APPLICANT: \_\_\_\_\_ DISTRICT: \_\_\_\_\_  
(Club/District)

ADDRESS: \_\_\_\_\_  
STATE: \_\_\_\_\_ POST CODE: \_\_\_\_\_

1. NAME AND PURPOSE OF PROJECT: \_\_\_\_\_

**( ENCLOSE DETAILED INFORMATION EXPLAINING AND SUPPORTING THE PROJECT )**

2. APPROXIMATE NUMBER OF PEOPLE THIS PROJECT WILL ASSIST: \_\_\_\_\_

3. TOTAL COST OF PROJECT: \$ \_\_\_\_\_

4. AMOUNT OF FUNDING CLUB / DISTRICT IS PROVIDING: \$ \_\_\_\_\_

➤ DOES THIS AMOUNT INCLUDE FUNDS FROM OTHER SOURCES? YES / NO [Delete one]

➤ SPECIFY SOURCE: \_\_\_\_\_

➤ AMOUNT \$ \_\_\_\_\_

5. AMOUNT OF FUNDING REQUESTED FROM THE AUSTRALIAN LIONS FOUNDATION: \$ \_\_\_\_\_

**(MUST NOT EXCEED THE APPLICANT'S CONTRIBUTION & MAXIMUM \$15,000 APPLIES)**

6. PROPOSED PROJECT COMMENCEMENT DATE: \_\_\_\_\_

6. ANTICIPATED FINISH DATE: \_\_\_\_\_

7. **FINAL REPORTING:** THE CLUB / DISTRICT MUST COMPLETE & LODGE A "FINAL REPORT" FORM (PROVIDED TO YOU WHEN GRANT IS APPROVED) AS PER ITEM 9 ON THE GRANT INSTRUCTIONS PAGE.

### DECLARATION BY OFFICERS OF APPLICANT CLUB/DISTRICT

We declare that we are authorised by the Club to take responsibility for the above Club project and accept the conditions of the grant and will on behalf of the Club, within six (6) weeks of the completion of the project, forward to the Grants Chairman of the Australian Lions Foundation, a full and comprehensive "Final Report" as required by Item 9 overleaf.

Dated: \_\_\_\_\_

President/Secretary: \_\_\_\_\_  
(Name) (Signature) (Title – President/Secretary)

Project Chairman: \_\_\_\_\_  
(Name) (Signature)

Project Chairman's: *Phone Number(s):* \_\_\_\_\_ *Email:* \_\_\_\_\_

### CERTIFICATION BY DISTRICT EXECUTIVE

I have reviewed this grant application. To the best of my knowledge the information submitted is accurate and the need exists as indicated.

Signed: \_\_\_\_\_ District: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature) (Title – Governor/Vice Governor/Cab. Sec.)

#### ---CHECK LIST---

- HAVE YOU READ THE INSTRUCTIONS & CONDITIONS ON THE FRONT OF THIS APPLICATION FORM?
- HAVE YOU COMPLETED THE APPLICATION FULLY & OBTAINED ALL THE SIGNATURES REQUIRED?