



Before completing this form, we recommend you read the ACDF Funding Guidelines, which give details of current funding priorities for the ACDF.

PROJECT TITLE: Click here to enter text.

APPLICATION DATE: Click here to enter text.

SECTION 1: Applicant Details

Registered name: Click here to enter text.

Contact person for your project: Click here to enter text.

Telephone: Click here to enter text. Mobile: Click here to enter text.

Email: Click here to enter text. Website: Click here to enter text.

SECTION 2: Project Location

Where will your project be located? (Tick all that apply)

☐ Muswellbrook Council area ☐ Singleton Council area ☐ Upper Hunter Council area ☐ Other

SECTION 3: Project Focus

What is the principal focus of the project/proposal? (Tick all that apply)

☐ Education ☐ Health (health activities or projects, research and sport)
☐ Community/cultural development ☐ Economic development (business development and training employment)

SECTION 4: Brief description of your organisation activity/event/project:

Click here to enter text.

SECTION 5: Requested funding amount: (ex GST)

\$ Click here to enter text.

SECTION 6: Detailed Applicant Details

ABN number (If applicable): [Click here to enter text.](#)

Postal address: [Click here to enter text.](#)

Telephone: [Click here to enter text.](#) Email: [Click here to enter text.](#)

Social Media: [Click here to enter text.](#)

Evidence of Aboriginality is required for business plans and business start-up assistance and applications from individuals.

Evidence attached: ☐ Yes ☐ No

How long has your organisation been established? [Click here to enter text.](#)

How many members does your organisation have? [Click here to enter text.](#)

What is the core purpose of your organisation? [Click here to enter text.](#)

SECTION 7: Project Details

Please provide background and a **detailed** description of the project/activity.

[Click here to enter text.](#)

What are the key objectives of your project/activity? What outcomes will be achieved through your project/activity?
Outcomes must be specific and measurable where possible.

[Click here to enter text.](#)

Outline the need for your project/activity and how this has been identified? And who will benefit from this project/activity?		
Click here to enter text.		
Who are the key staff and or team members of the project/activity? Briefly describe their relevant past experience and / or qualifications?		
Click here to enter text.		
What are the possible risks to the success of your project /activity?		
Click here to enter text.		
How will you address these risks?		
Click here to enter text.		
Proposed start date:	Click here to enter text.	Proposed end date: Click here to enter text.

SECTION 8: Budget

Budget summary:

• Total cost of the project/proposal (ex GST)	\$ Click here to enter text.
• Own or the organisation's financial or in-kind contribution to the project/proposal	\$Click here to enter text.
• Other sources of funding you have obtained or will seek – Corporate, Federal, State and/or Local Government ☐ Approved funding ☐ Funding still to be established	\$Click here to enter text.
• Community contribution (In kind or financial) ☐ Approved funding ☐ Funding still to be established	\$Click here to enter text.
• ACDF funds sought (ex GST)	\$Click here to enter text.

Have quotes been sought for the initial budget? If yes, please attach relevant quotes.

Click here to enter text.

Have contingencies been planned if quotes increase in price?

Click here to enter text.

SECTION 9: Reporting and evaluation

How will you report on your project/activity and evaluate if you have achieved the stated outcomes?

Click here to enter text.

Would you be prepared to submit pictures or write a summary regarding the project/activity for MACH Energy to use?
Photos or summaries of the event may be displayed on MACH Energy Australia's website or used in newsletters and reports.

☐ Yes

☐ No

SECTION 10: Sustainability

Is the project expected to continue beyond the ACDF funding period? ☐ Yes ☐ No

If yes, please describe the sustainability plan in relation to funding and management of the project

Click here to enter text.

SECTION 11: Community support for your project

Are there other groups or people in the community who support your proposal? ☐ Yes ☐ No

If yes, please give contact details and attach relevant letter/s of support.

Organisation/s: [Click here to enter text.](#)

Contact details: [Click here to enter text.](#)

SECTION 12: Acknowledgment

If your application is successful, please indicate how you intend to acknowledge the support of the ACDF.

[Click here to enter text.](#)

SECTION 13: Declaration and Next Steps

- ☐ I hereby state that the information contained in this application is correct and that I am duly authorised to make this application and this declaration.
- ☐ I have read and understood the ACDF Funding Guidelines and the eligibility criteria outlined in the Guideline.

Name: [Click here to enter text.](#) Position: [Click here to enter text.](#)

Signature: [Click here to enter text.](#) Date: [Click here to enter text.](#)

1. Once your application has been received it will be reviewed by the Committee at the first available Committee Meeting.
2. Please be aware that you or a representative from your organisation may be asked to present to the Committee at any stage of the application or review process.

Any further information you feel may support your application should be attached to this document.

**Submit your completed application to info@machenergy.com.au
General Enquiries 1800 931 873**

Office use only	
Date application received: Click here to enter text.	
Committee Meeting Date: Click here to enter text.	
Application successful: ☐ Yes ☐ No	
Approved amount: Click here to enter text.	
Partnership agreement: ☐ Yes ☐ No	
Purchase Order Number: Click here to enter text.	
Notes:	