



Application Form

Before completing this form, please read the Fund Guidelines which outline fund objectives and the application process.

PROJECT TITLE:

SECTION 1: Applicant Details

Name of organisation:		
Contact person for this application:	Position:	
Address:		
Suburb:	State:	Postcode:
Telephone:	Fax:	Mobile:
Email:	Website:	

SECTION 2: Project Details

1. Project category (tick relevant section/s)

- | | |
|--|---|
| <input type="checkbox"/> Cultural Awareness
(complete application sections 1-9 + 10A + 11) | <input type="checkbox"/> Education / Training
(complete application sections 1-9 + 10B + 11) |
| <input type="checkbox"/> Health and Community Wellbeing
(complete application sections 1-9 + 10C + 11) | <input type="checkbox"/> Community and Youth Leadership
(complete application sections 1-9 + 10D + 11) |
| <input type="checkbox"/> Sustaining local community groups / organisations
(complete application sections 1-9 + 10E + 11) | <input type="checkbox"/> Environmental Programmes
(complete application sections 1-9 + 10F + 11) |

2. Project area (tick relevant section/s)

- | | |
|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Nhulunbuy | <input type="checkbox"/> Yirrkala |
| <input type="checkbox"/> Gunyangara | <input type="checkbox"/> Regional |

3. Brief description of the project (50 words or less):

4. Term of the project

What is the proposed timeframe for project funding?

5. Financial details (Please note that all applications require the applicant to attend an interview with members of the CDF Board. Once your application has been accepted an interview will be scheduled.)

Amount requested:



Total budget for the project:

Total budget for organisation (current year):

SECTION 3: Organisation Background Information

1. Please provide information on the nature of your organisation *(What services do you provide? Who uses your services and how many people do you provide services for? How long has the organisation served in this role? What is your service area? If you are a membership based organisation, how many member do you have?)*

2. What is your governance structure? *(Please include information on the individuals who are responsible for policy decisions and governance within your organisation.)*

3. What is the source of your organisation’s funding?



SECTION 4: Project Description and Outcomes

1. What short and long term objectives do you hope to achieve through this project?

Empty response area for question 1.

2. What is the scope of work and what steps will you take to accomplish the project?

Empty response area for question 2.

3. What are the expected outcomes from the project and how will they be measured? (Outcomes should be related directly to the previously listed objectives. Please include key performance indicators or targets for the expected outcomes.)

Empty response area for question 3.



4. Does your proposal include a cost component for evaluating outcomes? *(The evaluation component should not exceed 10% of the total project cost)*

5. Who will manage the project and what are the project manager’s qualifications and experience managing projects?

6. Who will directly benefit from this project?

Who?	How many people are impacted?	How will they benefit?



7. Is there any other information that is important for the committee members to know regarding this project? (Is there any background or history that may be relevant?)

8. How was the need for the project identified? (Please include any details of surveys, studies or previous projects.)

9. How does the project provide long term solutions that do not already exist in the region?

10. Are there any risks involved with the project? (Please discuss the risks and plans for mitigation.)



11. Are there opportunities for collaboration with other organisations/groups within the region? If so, how will you involve potential partners in this project?

12. What other key stakeholders in the community have offered support for this project? (Please list in detail the support for the project from relevant government bodies, community organisations, education providers and other applicable organisations. Please also attach any letters of endorsement from those listed.)

SECTION 5: Timeframes

Project activity – Please list all activities to be undertaken:	Proposed start date:	Proposed end date:



SECTION 6: Budget

1. Please list all financial expenses related to the project

Project item / expense	CDF Funding	Applicant financial funding	* Other financial funding	Applicant in-kind contribution	Other in-kind contribution	Total

2. * If other financial funding has been identified above, please complete the table below:

Funding organisation	Description of item funded	Funding amount requested	Funding amount approved	Date of funding approval



3. Please indicate how all in-kind contributions are calculated.

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SECTION 7: Community Engagement

1. Please discuss opportunities the project provides for community involvement.

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2. How will you communicate the project to the wider community?

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3. Please discuss any opportunities for Rio Tinto to be directly involved in the project.	

SECTION 8: Sustainability		
1. Is the project expected to continue beyond the initial project stage?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. If yes, please discuss the sustainability plan as it relates to funding and management.		

SECTION 9: Rio Tinto Recognition
1. Please outline how Rio Tinto will be recognised for its support of the project.



SECTION 10 (A): Cultural-Awareness Projects Information
(Complete only for projects in the Cultural-Awareness category. Proposals should be aimed at achieving a high level of cultural awareness within the community.)

1. How will the project achieve a higher level of cultural awareness within the community?

2. How will the project assist to build social sustainability in the region?



SECTION 10 (B): Education and Training Projects
(Complete only for projects in the Education and Training category. Proposals should be aimed at improving education and training in the region.)

1. How will the project increase vocational education and training?

Empty response area for question 1.

2. How will the project build educational sustainability in the region?

Empty response area for question 2.

3. How will the project assist to develop a skilled workforce?

Empty response area for question 3.



SECTION 10 (C): Health and Community Wellbeing Projects

(Complete only for projects in the Health and Community Wellbeing category. Proposals should be aimed at improving health and community wellbeing.)

1. Please discuss how the project will improve the health of residents of the region.

2. Please discuss how the project will improve the wellbeing of the residents of the region and/or the community more broadly.



SECTION 10 (D): Community and Youth Leadership Projects
(Complete only for projects in the Community and Youth Leadership category. Proposals should be aimed at developing community and youth leadership.)

1. Please discuss how assist to develop community and or youth leadership in the region.



SECTION 10 (E): Sustaining Local Community Groups and Associations Projects

(Complete only for projects in the Sustaining local community groups and associations category. Proposals should be aimed at building skills and capacity that will help sustain local community groups and associations.)

1. Please discuss how the project will build skills and capacity of local community groups and associations.

Empty response area for question 1.

2. Please discuss how the skills learned and improved capacity will help sustain local community groups and associations.

Empty response area for question 2.



SECTION 10 (F): Environmental Projects

(Complete only for projects in the Environment category. Proposals should be aimed at implementing community environmental programmes that will improve the quality of the regional environment.)

1. Please discuss how the project will address regional environmental issues.

2. Please discuss how the project will improve the quality of the regional environment.



SECTION 11: Declaration

ANY FURTHER INFORMATION YOU FEEL MAY BE APPROPRIATE SHOULD BE ATTACHED TO THIS APPLICATION

Please proceed to the declaration section which follows

DECLARATION

If approved, I understand that the project will be subject to a formal agreement based on the information provided in this application. I will be required to provide routine reports throughout the term of the agreement, and a final project report at the end of the funding term. Reports must be submitted to the Rio Tinto Gove Operations Community Development Fund, and outline progress against delineated outcomes.

I hereby agree to comply with the reporting requirements and state that the information contained in this application is correct and that I am duly authorised to make this application and declaration.

Name:	
Title:	
Signature:	
Date:	

YOUR APPLICATION SHOULD BE SUBMITTED ELECTRONICALLY TO
govecommunities@riotinto.com

ALTERNATIVELY, A HARD COPY OF YOUR APPLICATION CAN BE RETURNED TO

The Executive Officer
Rio Tinto Gove Operations Community Development Fund
PO Box 21, Nhulunbuy NT 0881