

Community Partnership Project Fund Application Form 2026/2027

Form Preview

Eligibility

* indicates a required field

Program

This field is read only.

Application ID

This field is read only.

The Community Partnership Project Fund supports community organisations to deliver projects through funding and collaboration with Council. One-off funding or multi-year funding is available (up to a maximum of 2 years).

You must confirm that you meet the eligibility criteria outlined in the [Community Grants Policy](#) and [Community Partnership Project Fund Guidelines](#), found on our website. Council only assesses eligible applications.

If you are unsure about your eligibility, please contact us. Council's Community Grants team is available on 07 3412 4033 or email grants@logan.qld.gov.au.

I have read the Community Grants Policy and Community Partnership Project Fund Guidelines and I am eligible for this grant: *

☐ Yes

☐ No

Please contact us

Your response indicates that you are ineligible for the Community Partnership Project Fund. Please contact Council's Community Grants team if you have any questions regarding your eligibility.

- Phone: 07 3412 4033
- Email: grants@logan.qld.gov.au

Organisation details

* indicates a required field

Organisation name: *

Organisation Name

You must use your organisation's full name. Make sure that you provide the same name that is listed in official documentation such as your ABN and insurance.

Primary contact person: *

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First Name

Last Name

This is the person we will communicate with about this application.

Position held in organisation: *

e.g. Manager, Board Member, Fundraising Coordinator.

Organisation address: *

This address will be used to confirm that you do not have any outstanding debts with Logan City Council. If your organisation does not have a business address (e.g. you operate from a residential home), please add this detail.

Email address: *

This is the email we will use to communicate with you about this application.

Phone number: *

Must be an Australian phone number.

Organisation website:

Must be a URL.

Do you have a bank account in your organisation's name? *

☐ Yes

☐ No

Note: We cannot transfer funds to an individual's bank account.

What type of eligible organisation are you? *

☐ Not-for-profit organisation

☐ Social enterprise

ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity Name
ABN Status
Entity Type
Goods & Services Tax (GST)

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DGR Endorsed

ATO Charity Type

[More information](#)

ACNC Registration

Tax Concessions

Main Business Location

Confirmation of not-for-profit status: *

Attach a file:

Please attach proof of your organisation's not-for-profit status. This must be a recognised document such as a Certificate of Incorporation or the not-for-profit clause highlighted in your organisation's constitution.

Social enterprises are organisations that:

- are driven by a public or community cause, be it social, environmental, cultural or economic
- derive most of their income from trade, not donations or grants
- use the majority (at least 50%) of their profits to work towards their social mission

Eligibility Information

To be eligible for this grant your social enterprise must be able to demonstrate that:

1. Your business is driven by a social purpose
2. The majority of your income is generated from the enterprise (as opposed to grants or philanthropy)
3. The majority of profits are reinvested into the enterprise to meet the social purpose

What is the social purpose of your enterprise? *

Attach evidence that supports your social purpose: *

Attach a file:

This may include a business plan (with a clear mission statement and reinvestment commitment) or social enterprise certification.

Attach your most recent financial statement. *

Attach a file:

This documentation must provide evidence that the majority of your income is generated by the enterprise, and the majority of profits are reinvested into the social purpose.

Is more than 50% of your income generated by the enterprise? *

☐ Yes

☐ No

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Are more than 50% of your profits reinvested into the enterprise? *

☐ Yes

☐ No

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Assessment criteria responses

* indicates a required field

Acknowledgement of Council funding

If your application is successful, you'll be required to acknowledge Council's funding support in line with our [Acknowledgement Guidelines](#) and the requirements outlined in a funding agreement. You'll also need to show evidence of this in your acquittal. This includes:

- displaying Council's logo on promotional materials (e.g. flyers, websites, social media)
- acknowledging Council's support in public communications (e.g. media releases, event speeches)
- inviting the Mayor and relevant divisional Councillors to attend, where possible

Please make sure you get Council approval before using our logo.

I confirm that I understand and commit to Council's acknowledgement requirements. *

☐ Yes

☐ No

If you are unable to acknowledge commitment, you cannot progress further in the application.

If you have already prepared any flyers or marketing material for your project, attach here:

Attach a file:

Insurance and permits

It is your responsibility to hold and maintain all permits, licences and approvals required by law or regulation for your project. If your application is successful, you will be required to hold and maintain appropriate insurance for the funded project.

This includes:

- Public liability insurance of at least \$20 million (showing valid coverage for your project dates in the name of the applicant organisation)
- Appropriate workplace health and safety policies and insurances

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- Any other insurance required by law and regulation for the project.

Do you agree to hold and maintain all permits, licences and approvals required by law or regulation for your project? *

☐ Yes

☐ No

If you already have public liability insurance for your project, upload the Certificate of Currency here.

Attach a file:

Strategic alignment

Select which community priority your project best aligns with: *

- ☐ Community cohesion and neighbourly spirit (including social isolation, mental health, men's health and Neighbour Day)
- ☐ Cultural collaboration and pride (including First Nations and culturally and linguistically diverse communities)
- ☐ Accessibility and inclusion (including disability and food insecurity)
- ☐ Intergenerational connection and care (including children and families, young people and seniors)

Note: Select one main category. If you overlap in any other areas, you can mention this in your application below.

Have you discussed your idea and this application with an officer from Council's Community Development team? *

☐ Yes

☐ No

Provide the name of your contact. *

Assessment criteria 1: Community need and benefit

Project title: *

What is your project? Describe your idea, what you will do and who it is for. *

Start date: *

We cannot fund projects held before grant outcomes are advised.

End date: *

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We cannot fund projects held before grant outcomes are advised.

Project location (venue/address): *

Address

We cannot fund projects held outside of Logan.

Additional locations (if applicable):**Why is this project needed? What issue or opportunity are you responding to? *****How many people will participate and benefit from your project?****Who****Number**

e.g. people living with disability, men, young people.	Estimated numbers are acceptable

Assessment criteria 2: Partnerships**Will you be working with any other community organisations to deliver this project? ***

☐ Yes

☐ No

Who are they? Include:

- Why you are working with them and their role in the project.
- How you will collaborate, communicate, and make joint decisions.

*

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What would you like the partnership with Council to look like? What specific support would help you deliver this project? *

Assessment criteria 3: Project plan and reporting

Tell us what steps you will take to deliver your project from start to finish.

- Download and fill out the [project plan template](#). You'll need to save this to your desktop and upload a completed project plan below.
- If you would like to see an example project plan, [click here](#).

Project plan: *

Attach a file:

How will you reach/engage your audience or participants? Include how you will ensure participants feel welcome and how you will work respectfully with your target audience. *

Assessment criteria 4: Budget

In 2026/27, the partnership program is in the first financial year of a 2-year funding cycle. A potential 2 years of funding is available (up to \$20,000 per financial year). This means that the maximum a project can receive is \$40,000 across 2 financial years.

Multi-year funding is available for projects that demonstrate:

- a clear need for ongoing delivery
- significant community benefit and outcomes
- strong alignment with Council's priorities
- considerable in-kind contributions
- the capacity of all partners to deliver the project over multiple years.

Ongoing payments are subject to:

- Council's budget availability
- compliance with the funding agreement and conditions
- delivery of agreed outcomes
- the project's alignment with the grant purpose.

How long do you want funding and support from Council for? *

- ☐ One-off funding
- ☐ Multi-year funding (up to 2 years)

Multi-year funding request

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Why does this project need multi-year funding? *

Project expenses

Provide a detailed and realistic cost breakdown for the entire duration of your project. Attach quotes for requested items to support your application.

Expenditure item/service	Amount (\$)	Amount requested from Council for this item (\$)	Who are you paying for this item?	Comments	Attach quote for requested item
			(e.g. external facilitator)		

Total amount requested for 2026/27 financial year: *

Any amount between \$2,000 and \$20,000 per financial year.

Total amount requested for 2027/28 financial year (year 2): *

Any amount between \$2,000 and \$20,000 per financial year.

The total amount requested above must match your project expenses. The difference below must be \$0 before you can submit your application.

This number/amount is calculated.

Have you applied for staffing costs, facilitators or project management/coordination costs in the above budget table? *

- ☐ Yes
- ☐ No

Describe how these costs are additional to your organisation's existing salaries and how you will acquit this (e.g. a new role, additional hours, or project specific duties). *

In-kind contributions

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Detail below what your organisation will contribute towards the project.

Contribution (e.g. money, volunteer time, resources) Amount (\$)

Contributions from other sources

- Detail below what others will contribute towards the project (e.g. partners, government grants, sponsorship).
- Include information about whether the contribution is confirmed or still pending (e.g. you are waiting to hear if you were successful for another grant).

Contribution details Who is providing the contribution? Amount (\$) Pending/confirmed

Additional documents

Upload any additional documents you would like to include to support your application:

Attach a file:

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Certification

* indicates a required field

Declaration

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An authorised person must complete the below section, such as a President, Director or CEO of your organisation. This may be a different person to the application's primary contact.

By signing this application on behalf of my organisation: *

- ☐ I understand if my organisation is approved for this funding, we will be bound by the contents of this application to carry out the project as described, and the application will inform the Funding Agreement with Logan City Council.
- ☐ I understand that my organisation must hold and maintain appropriate insurance for the funded activity (this includes a minimum of \$20 million public liability insurance) and appropriate workplace health and safety policies, where required.
- ☐ I understand that my organisation must hold and maintain all permits, licences, and approvals required by law or regulation for the funded activity.
- ☐ I understand that if my organisation is approved for this funding, we will be required to accept the terms and conditions of the Funding Agreement, along with any additional conditions. I understand that funding cannot be provided without an executed agreement.
- ☐ I understand that Logan City Council reserves the right to publish successful applicant details.

At least 5 choices must be selected.

Authorisation

I declare the information given is true and correct, and I am authorised to submit this application and make this declaration on behalf of my organisation.

Name of authorised person: *

First Name

Last Name

Position held in organisation: *

Date of declaration: *

Privacy collection notice

Purpose:

Your personal information and your organisation's information is being collected by Logan City Council (**Council**) for the purposes of assessing your grant application, in line with the requirements outlined in the *Local Government Act 2009 (Qld)* and the *Information Privacy Act 2009 (Qld)*. If we do not collect this information, we are unable to process your application. This information may be accessed by employees and/or councillors of Council for Council business only. Some of this information may be given to State Government agencies for grant acquittals or audits; organisations and individuals preparing Council publications; audit firms; debt recovery agencies; and to the public for the purposes of reporting on grant usage, public notification of grant information and public promotion of grants available from Council. Your personal information and your organisation's information may be released by Council to other parties, including law enforcement bodies, if we are required or authorised by law to do so. For further information on how to access or amend

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your personal information that is held by Council, or if you believe Council has not acted in a way that is compliant with its obligations under the *Information Privacy Act 2009 (Qld)*, please visit [Privacy | Logan City Council](#).

Council uses the online grants administration system, SmartyGrants, to collect information regarding your grant application. SmartyGrants is not owned by Logan City Council. Users must be aware of the site's [terms and privacy conditions](#) prior to use.

You understand that where Council may publish the above information online, such as on the Council website, that your personal information and your organisation's information may be transferred overseas; and you consent to this use of your information and your organisation's information. You understand that this is a requirement under section 189 of the *Local Government Regulation 2012*.

Informed consent:

I acknowledge that Council may use my personal information to send me marketing material, electronic communications and eNewsletters, and I consent to this use of my information. I understand that by selecting 'yes' below, I agree to opt in and will continue to receive material until I opt out by sending a request to the Community Grants team at grants@logan.qld.gov.au.

*

- ☐ Yes, I agree
- ☐ No, I do not agree

Next steps

Please note online applications are not completed until you click **SUBMIT**. Once submitted, you will receive a confirmation email with a copy of your application. We will send this to the email address you logged into SmartyGrants with. If you do not receive an email after pressing submit, your application has not been successfully submitted.

Please refer to the 'How to apply' section in the [Community Partnership Project Fund Guidelines](#) for more details regarding the next steps.