



**CATHOLIC  
FOUNDATION**  
ARCHDIOCESE OF BRISBANE

## **ANNUAL GRANT APPLICATION**

To be completed and returned with grant application and attachments before  
5.00pm on Friday, 27 September 2024.

Applications must be completed and submitted electronically as a PDF document.  
Organisations not specifically recognised as Catholic must attach written support from  
an active priest in the Archdiocese of Brisbane.

Parish/School/Agency:

Address:

Location:

Title of Project/Program or Brief Description:

Start Date:

End Date:

Total Cost of the Project: \$

Amount of Grant Request: \$

**Brief description of program/project:** Please provide the goals and specific outcomes of what you hope to achieve. Include how the grant funding will be spent if the grant is awarded. (Max 1000 characters). *If you are applying for a grant of \$10,000 or more, please provide a more detailed narrative beyond the limit here by attaching a separate statement to this email.*



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**If you are not awarded the full grant amount, are you able to progress with a partial grant?** If so, please describe below. Example: “We are requesting \$3,000 but we could progress with \$1,500 by doing ‘X’ instead and the expected outcome would be ‘Y’”.

**Contact information of the person who will direct the project:**

Name, position:

Email:

Phone:

**Contact person for Grant site visit:**

Name, position:

Phone:

**Number of paid full-time staff for this project:**

**Number of volunteers:**

**Number of additional staff required for this project, if any:**

**Has the Catholic Foundation, Archdiocese of Brisbane funded this project or any other program with your organisation before?**

Date:

Amount:

Does this project involve children under 18 years of age?  Yes  No



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If yes, do you agree to comply with the Archdiocesan Safeguarding Children & Vulnerable Adults Prevention & Protection Policy?  Yes

Signature of responsible party:

Date:

### **ATTACHMENTS**

Most recent audited Financial Statements, which should include both a Balance Sheet and a Profit and Loss statement.

Current year operating budget with revenue and expenses

List of Board of Directors, Parish Finance Council or equivalent

If you are a previous Grant winner, please complete and attach the Impact Report. You can access it here.

If your application is for \$10,000 or more, please attach additional information about your goals and project outcomes

**Submit your Grant Application to the Catholic Foundation  
before 5.00pm on Friday, 27 September 2024.**

**Email: [giving@bne.catholic.net.au](mailto:giving@bne.catholic.net.au) Post: Catholic Foundation Grants  
Program, GPO Box 282, Brisbane QLD 4000**