Plomley Foundation Grant Application Form

**Advice to applicants** (funding is provided for):

* Scholarly research into matters relating to the Tasmanian Aborigines.
* Research and publication on Tasmanian natural and cultural heritage.
* Applications should be submitted in word format only (Arial 12 font) and using only this form. Other documents, such as CVs, will not be considered by the Foundation.

Please print

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| --- | --- | --- | --- |
| Title |  | Given Name/s |  |

|  |  |
| --- | --- |
| Surname |  |

Postal Address

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| --- | --- | --- | --- | --- | --- |
| Suburb |  | State |  | Postcode |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Phone | H |  | B |  | M |  |

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| --- | --- |
| Email |  |

Academic qualifications (maximum 50 words)

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A brief outline, detailing current commitments, research achievements and published works (maximum 150 words)

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**Project Details**

Description of Project (maximum 500 words)

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Form of completed work (eg. book, journal article, conference paper, artwork, etc.) (maximum 100 words)

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Significance of Project (maximum 100 words)

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|  |  |
| --- | --- |
| Expected project completion date |  |

**Project Budget**

**Details of in-kind, cashless contributions**

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| --- | --- |
| **Cashless contributions** | **Estimated value ($)** |
| Applicant's contribution (if applicable) | $ |
| Other contribution (if applicable) | $ |
| Other contribution (if applicable) | $ |
| **TOTAL** | $ |

**Details of income and expenditure**

**Note to applicants: A supplier's quote for each item of expenditure must accompany this application form.**

|  |  |
| --- | --- |
| **Specifics of income and expenditure** | **Amount ($)** |
| Plomley Foundation cash contribution | $ |
| Applicant's cash contribution (if applicable) | $ |
| Other cash contribution (if applicable) | $ |
| Other cash contribution (if applicable) | $ |
| Item of expenditure (specify as required) | -$ |
| Item of expenditure (specify as required) | -$ |
| Item of expenditure (specify as required) | -$ |
| **Balance** | **$** |

**Details of income and expenditure for publications (books, etc.)**

**Note to applicants: A supplier's quote for each item of expenditure must accompany this application form.**

|  |  |
| --- | --- |
| Projected net income (exc. GST) from sales, based on a RRP of [insert RRP here] for [insert print run here] copies | $ |
| Printing expenditure (as per quote) | -$ |
| Item of expenditure (if applicable) | -$ |
| Item of expenditure (if applicable) | -$ |
| **Profit/loss attributable to book sales** | **$** |

**Total Amount Requested from Plomley Foundation (include 10% GST if applicable)**

|  |
| --- |
| **$** |

|  |  |  |  |
| --- | --- | --- | --- |
| Your Signature |  | Date | /          / |

**Please direct enquiries and applications by email to:**

[Andrew.Parsons@launceston.tas.gov.au](mailto:Andrew.Parsons@launceston.tas.gov.au)

**Phone Enquiries:** 03 6323 3728

An applicant may receive up to but no more than $10,000 (exc. GST) in funds per round and is limited to one application only.

As a condition of the grant, including final acquittal, recipients are required to acknowledge the Plomley Foundation's support in all material published in relation to the project.

All data and associated research material created as a result of a grant is to be deposited free of cost to the Plomley Foundation at the Queen Victoria Museum and Art Gallery, Launceston.

Recipients are required to submit quarterly progress reports to the Plomley Foundation for the duration of their project.

Progress reports fall due in February, May, August and November. The reports for February and August are tabled at the meetings of the Management Committee.

## 

## Personal Information Protection Statement

As required under the *Personal Information Protection Act 2004*

|  |  |
| --- | --- |
| 1. | Personal information is managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by the individual to whom it relates, on request to Launceston City Council. |
| 2. | Information can be used for other purposes permitted by the Local Government Act 1993 and regulations made by or under that Act, and, if necessary, may be disclosed to other public sector bodies, agents or contractors of Launceston City Council, in accordance with Council's Personal Information Protection Policy (17-Plx-005). |
| 3. | Failure to provide this information may result in your application not being able to be accepted or processed. |

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|  | **File No. SF0961** | | | | | |
| **EO** |  | **OD** |  | **Box** |  |
| **Doc. No.** | | | | | |
| **Action Officer** | | | **Date Received** | | |
| **A Parsons** | | |  | | |

***PURPOSE***

Application form for Plomley Foundation Grant funding.

***SCOPE***

Form and instructions for applicants.

***RELATED POLICIES & PROCEDURES***

***DOCUMENT INFORMATION***

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| --- | --- |
| **Reference number** | 07-Fmx-007 |
| **Version** | 6/3/2020 |
| **Review** | 6/3/2021 |
|  |  |
| **Key function** | Cultural Development |
| **System** |  |
| **Document type** | Form |
| **Responsible Directorate** | Creative Arts and Cultural Services (Queen Victoria Museum and Art Gallery) |
| **Approved by** | Plomley Foundation Management Committee |
| **Action Officer** | Andrew Parsons |
|  |  |
| **Text search key words** | Plomley Foundation grant funding |

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| --- | --- | --- |
| **To be communicated to**  *(To be identified by Approver)*  (Insert **✓** in relevant row) | **✓** | Department/Area only |
|  | Directorate via Director and Managers |
| **✓** | Specific Areas: |
| * Plomley Foundation Management Committee |
|  | Organisation-wide |
| **✓** | Website |
|  | Intranet (via a link) |

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| **Hard copy distribution** | NA |