

# Minor Grant Application 2026/27 - (\$1,001 - \$10,000)

## Form Preview

### INTRODUCTION AND ELIGIBILITY

Minor Grants support not-for-profit organisations to deliver projects, innovative activities and minor equipment purchases that support community strengthening initiatives and enhance the quality of life in the Toowoomba region.

#### Funding

- **Minor Grants allows for funding amounts from \$1,001 up to \$10,000 (ex GST).**
- The funding is competitive, and the amount of funding requested cannot be guaranteed (i.e. a partial contribution of the amount requested may be offered).

#### Key Definitions

- **Auspicing partner** - an organisation that agrees to take legal and financial responsibility for the grant on your behalf if you don't have a legal status. If your application is successful, the funds will be paid to the auspicing partner's bank account
- **Project / event** - Includes any activation, activity, initiative, plant and equipment purchase, maintenance or infrastructure project, whereby, approved funds for the agreed initiative occurs during a defined start date and end date.

#### Round dates

- opening date - 1 July 2026 **(from 12am)**
- closing date - 12 August 2026 **(closing time is 5pm)**

Applicants will be notified of the outcome of their application by October 2026.

#### Please note:

- Eligible organisations may receive competitive funding for a maximum of two (2) successful applications for the same or similar project / event
- 'Seed funding' is provided to kick-start new activations, projects / events or initiatives with the view they become self-sufficient beyond this support
- Once a project / event has received funding in two (2) separate funding rounds, **it will NOT be eligible for further funding**, even if future applications are submitted by different organisations.

### Application information and support

Before completing this application form, please consider the following so that your application process is as easy and streamlined as possible, with a reduced risk of applying despite ineligibility.

- **Read the [Community Grants Policy](#) and [Community Grants Guideline](#) to ensure you understand all requirements including application eligibility**
- Access the [SmartyGrants help guide](#) for applicants
- Create a [SmartyFile](#) profile for your organisation. SmartyFile allows you to add team members or collaborators, assign them each a role, collaborate with your team and view all your submissions in one spot
- Ensure you 'save progress' regularly while completing this form, as you may be logged out while your application sits idle

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- Ensure the application is free of errors and omissions. You should always 'review' before pressing 'submit'
- Seek guidance from the Grants and Sponsorship Officer, if required, regarding application form questions. To speak with the Grants and Sponsorship Officer, please call (07) 4688 6444 during business hours.

When contacting us, please quote the application number below.

### Application Number

This field is read only.

## Technical support

Council staff are not technical specialists. If you experience technical difficulties (i.e. you can't submit the form), then you should make contact with the SmartyGrants help desk to help resolve your query.

E-mail: [service@smartygrants.com.au](mailto:service@smartygrants.com.au) Phone: (03) 9320 6888 Support Desk Hours: 9:00am - 5:00pm AEST (Monday - Friday).

## Understanding your commitment as an applicant

When you apply for a Minor Grant, you are committing to deliver the project / event as outlined in your application. This includes using the funds responsibly, meeting agreed timelines, and submitting any required reports or updates. It is important to ensure your organisation is ready to manage the grant, if successful.

All applications:

- must be complete with all the requested information provided
- will be evaluated and assessed based on the quality, clarity, and relevance of the information provided
- are funded based on a competitive process and the total funding available
- will receive formal notification of the outcome of their application
- must be for a project / event that does not form part of the core business of public and private educational institutions (primary, secondary and tertiary including Parents and Citizens Associations, and Parents and Friends Associations) and demonstrates broader community benefit.

## Assessment process

Following submission, each application will be reviewed for eligibility. Once eligibility is confirmed, appointed assessment panel members will convene to assess and rate each application based on the criteria below.

### Assessment criteria

- Previous funding history (5%)
- Alignment with Council's Corporate Plan Key Priorities (20%)
- Demonstrated need / evidence and potential for advancement (30%)

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- Capability, capacity and likelihood of success (30%)
- Locality (15%)

## Privacy

Toowoomba Regional Council is collecting and managing your personal information in accordance with the *Information Privacy Act 2009 (Qld)* and the *Public Records Act 2023* for the purpose of remaining in contact with you, administrating, assessing and awarding community grants. The information provided in this form and supporting documents will be accessed by authorised members of Toowoomba Regional Council. The information provided on your grant application and in any related documentation and discussions may be provided to members of the assessment panel to assist Council in processing your grant application. By submitting an application, you consent to Council publishing the applicant's name, project description and amount funded on our website and Council endorsed publications. This information may also be used for promoting Council's grants program. To understand how your personal information is managed, refer to [Council's Privacy, copyright, disclaimer & accessibility guidelines](#).

**By using this form you agree with the handling of your information as described above and in Council's Privacy, copyright, disclaimer & accessibility guidelines.**

Yes

If you are unable to agree, you are not eligible to progress further in the application.

## PREVIOUS FUNDING HISTORY (5%)

\* indicates a required field

**Have you previously received Council funding (i.e. Grant or Sponsorship funding) excluding Core Support funding? \***

- I have received previous funding from Council
- I have applied but did not receive funding from Council for this or another project / event
- To date, I have never applied for a grant with Council

Please note, if you have overdue reporting for any previous projects / events which have received Council funding, you are ineligible to apply for this grant.

**For any previously received Council funding, have you successfully completed the acquittal / reporting process? \***

- Yes
- The acquittal belonging to our previous project / event IS NOT YET due
- Unsure
- No

This applies to all previous funding received (including Core Support funding), so please take all support provided into consideration when responding to this question.

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*As you disclosed that your organisation has not successfully completed grant reporting for previous support provided by Council, you are ineligible to apply for this grant.*

*If you think this is incorrect or you are unsure, please 'save' this form and speak to the Grants and Sponsorship Officer. Please call (07) 4688 6444 during business hours.*

*As you disclosed that you are unsure whether your organisation successfully completed the required grant reporting, you are ineligible to progress further in this application form.*

*To find out about previous reporting history please 'save' this form and speak to the Grants and Sponsorship Officer. Please call (07) 4688 6444 during business hours.*

## APPLICANT DETAILS

\* indicates a required field

Do you need an auspicing partner to be eligible for Council funding?

If your organisation has no formal structure (i.e. registered status / legal entity evidenced by documentation), chances are, your organisation is unincorporated. Then, to be considered as eligible for Council funding, you will need an auspicing partner before submitting this application.

An auspicing partner is an organisation that agrees to take legal and financial responsibility for the grant on your behalf. If your application is successful, the funds will be paid to the auspicing partner's bank account.

### Your auspicing partner must:

- be a legally recognised organisation
- have an active ABN
- agree to act as your auspicing partner and manage the grant funds

### You will need to provide the following details from your auspicing partner in this application:

- ABN
- Certificate of Incorporation
- A signed letter of support confirming the auspicing arrangement
- A contact person and their details

## Applicant type

### Which one of the following best describes your organisation's legal status? \*

- Incorporated not-for-profit organisation (with an ABN)       Australian Public Company limited by guarantee

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- Incorporated not-for-profit organisation without an ABN. You will need to complete a Statement by supplier form
- Unincorporated not-for-profit organisation (applying with an auspicing partner)
- Other incorporated entity
- Other unincorporated entity with an ABN
- Charitable Institution
- Public Benevolent Institution (PBI)
- Health Promotion Charity (HPC)

Please note, all applicants must be not-for-profit organisations / groups.

### Applicant organisation 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)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main Business Location	

### Statement by a Supplier

As you do not have an ABN, please submit a completed ATO Statement by a Supplier form with your application. Download the form from the [ATO website](#).

### Attach your completed Statement by a Supplier form here \*

Attach a file:

### Applicant organisation details

#### Applicant organisation name \*

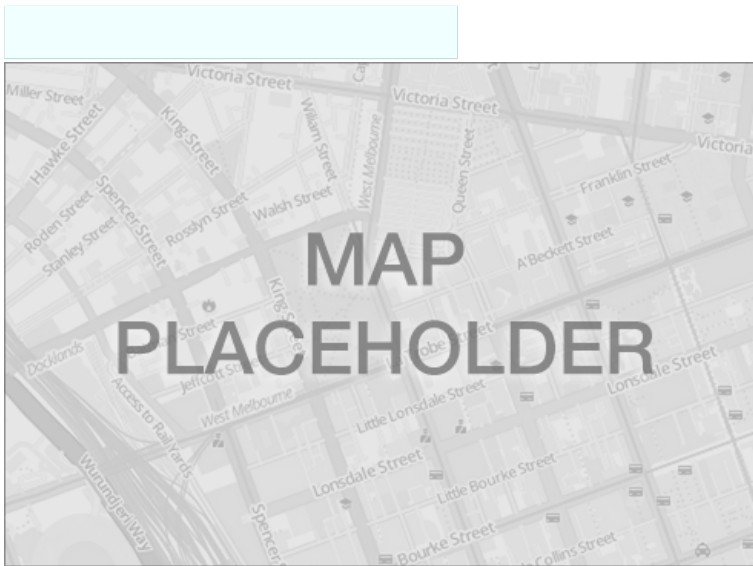
Organisation Name

Make sure you provide the same name that is listed in official documentation (i.e. as per your ABN, if you have one).

#### Applicant organisation address

Address

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**Applicant organisation email address \***

Must be an email address.

**Applicant organisation website**

Must be a URL.

## Applicant organisation contact details

**Who is the primary contact person for this application? This is the person we will correspond with about this grant. \***

First Name

Last Name

**Position held in organisation \***

For example: President, Treasurer, Manager, Director or Fundraising Coordinator.

**Phone number \***

Must be an Australian phone number.

If you are providing a landline number, include the area code. e.g. 07

## Auspicing partner organisation details

**Auspicing partner ABN. \***

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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)	
DGR Endorsed	
ATO Charity Type	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main Business Location	

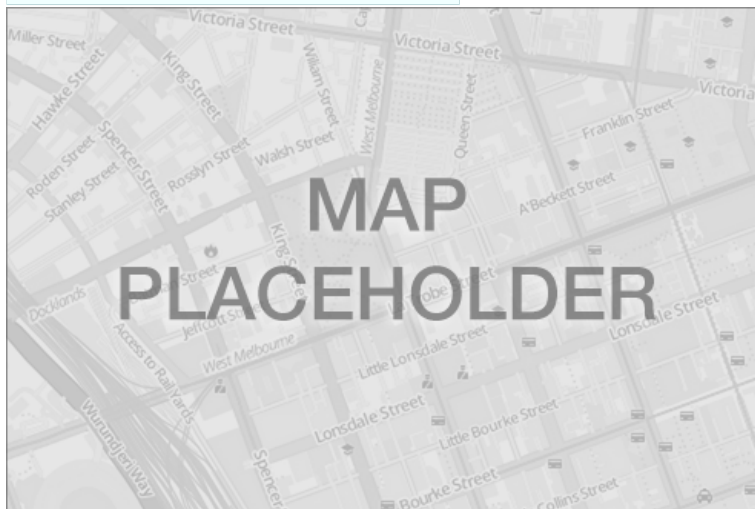
### **Auspicing partner organisation name \***

Organisation Name

Please use the organisation's full name. Make sure you provide the same name that is listed in official documentation such as that with the ABR, ACNC or ATO.

### **Auspicing partner primary address**

Address

### **Auspicing partner email address \***

Must be an email address.

### **Auspicing partner website**

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Must be a URL.

**Auspecting partner primary contact person. We may contact this person to verify that the auspecting arrangement is valid. \***

First Name

Last Name

**Position held in organisation \***

For example: President, Treasurer, Manager, Director or Fundraising Coordinator.

**Phone number \***

Must be an Australian phone number.

If you are providing a landline number, include the area code. e.g. 07

**Email address \***

Must be an email address

**Please attach a letter from the auspecting partner organisation confirming that the auspecting arrangement is valid and current. \***

Attach a file:

The letter must be signed by an authorised person (e.g. Manager, CEO or Board Chair) and must include: name, position, signature and date.

## Confirmation of legal status

As part of our eligibility requirements, applicant organisations are required to submit documentation confirming their legal status. If you require the support of an auspecting partner, please ensure it is the auspecting partner's documents you upload. For example: Certificate of Incorporation, Rules or Articles of Association, Constitution, Model Rules or Deed of Trust.

**Please upload your organisation's (or auspecting partner's) Certificate of Incorporation, company registration certificate or any other documentation demonstrating legal status. \***

Attach a file:

For example: Certificate of Incorporation, Rules or Articles of Association, Constitution, Model Rules or Deed of Trust.

**Please upload the most recently signed audited financial statement and / or Treasurer's report from your organisation (or auspecting partner). \***

Attach a file:

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Please check with an Accountant or Treasurer if unsure.

### Working with children and young people

If your project / event will involve working with children and / or young people, please determine whether staff and / or volunteers are required to hold a 'Working with Children and Young People Blue Card' or exemption card. To find out whether this applies please see the [Queensland Government regulations](#).

**Will your project / event involve working with children or young people? \***

- Yes  
 No

For more information visit the [Child Safe Organisations Act 2024](#).

**I confirm that my organisation will maintain responsibility for ensuring all staff, volunteers and / or contractors working with children and / or young people hold a current Blue Card or exemption card, and it will be valid for the duration of the project / event. \***

- Yes

## PROJECT / EVENT DETAILS

\* indicates a required field

**Which focus area does your project / event most closely align with? \***

- |   |  |
|---|--|
| <input type="radio"/> Community Support         | <input type="radio"/> Sport and Recreation |
| <input type="radio"/> Cultural and Arts Support | <input type="radio"/> Event / Activations  |
| <input type="radio"/> Economic Development      | <input type="radio"/> Sports Tourism       |
| <input type="radio"/> Environment               | <input type="radio"/> Youth                |

**Project / event title \***

Word count:

Must be no more than 25 words.

**Please provide a description of your project / event. \***

Word count:

Must be no more than 150 words.

Be descriptive, but succinct. Go to the SmartyGrants [Answers Bank](#) if you need some ideas about how to frame your response.

**Please note:**

- If your project / event requires any permits / approvals / licences before it can proceed (e.g. park or public space booking, traffic management plan, development approval,

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food licence, etc), those applications will need to be submitted via the respective department/s using the relevant forms.

- Projects / events which commence prior to the opening of the grant round will not be eligible to receive funding.
- Should a project / event be held during the advertised grant submission timelines, the project / event is eligible, provided the application is submitted between the opening and closing date of the funding round.

Anticipated start date. \*

Anticipated end date. \*

### Economic Development

We recommend making contact with Council's Economic Development Branch on 131 872 prior to submitting your application.

### Environment

To ensure no TRC issued permits / approvals etc. are overlooked, we recommend making contact with Council's Conservation and Pest Management team on 131 872.

### Events / Activations

To ensure no TRC issued permits / approvals etc. are overlooked, we recommend making contact with Council's Grants and Sponsorship Officer by calling (07) 4688 6444 during business hours.

### Sport and Recreation

To ensure no TRC issued permits / approvals etc. are overlooked, we recommend making contact with Council's Sport and Recreation Officers on 131 872.

## PROJECT / EVENT FINANCIAL INFORMATION (10%)

\* indicates a required field

### Total project / event cost

**What is the total cost of your entire project / event? \***

\$

Must be a dollar amount.

You may be contacted and asked to supply a budget if further information is required during assessment.

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### How much money are you requesting from Council?

List each item you want Council funding for in the table below, with one row per expense.

- Total listed expenses must be between \$1,001 (ex GST) and \$10,000 (ex GST) and should ONLY relate to costs you are requesting Council funding for.
- Please provide some form of evidence e.g. quote, screenshot, online image etc. for each of the eligible expenditure items. **Please refer to item 4.5.3. 'Eligible projects' on pages 8 and 9** of the [Community Grants Guideline](#) which lists eligible expense items.
- If the total requested amount is more than the maximum amount of grant funding which may be awarded, you will need to use other funding sources to cover those costs.

Note: If your application is successful and your organisation is registered for GST, Council will add the GST on top of the approved grant amount - this component is declared to the Australian Tax Office (ATO).

Press **maximise** to see the tables in full and press the **add more** or **+ button** to add more rows.

<b>Expenditure description</b>	<b>Expenditure amount (ex GST)</b>	<b>Evidence for items to be obtained using Council funds</b>
Provide clear descriptions for each item. Examples could include 'needs analysis', 'equipment hire', 'Professional fees'	Enter the total amount to be expended (ex GST) on this item. Must be a dollar amount.	Upload evidence / quote(s) below

### Total Council support requested

#### Total amount requested (ex GST) from Toowoomba Regional Council

\$

This number/amount is calculated.

**Please make sure you click 'Save Progress' at the bottom before continuing to make sure all calculations have been refreshed.**

**\*\*\* WARNING \*\*\***

*As your total amount requested is below \$1,001 (ex GST), you are **INELIGIBLE for a Minor Grant.***

*You may want to consider applying for a Micro Grant instead, which is up to a maximum of \$1,000 (ex GST).*

**\*\*\* WARNING \*\*\***

*As your total amount requested is over \$10,000 (ex GST), you are **INELIGIBLE to apply for a Minor Grant.***

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Please review the figures provided above or you may want to consider applying for a Major Grant, which is up to a maximum of \$150,000 given co-contribution and other criteria are met.

### Potential project / event profit

**Will your project / event generate a profit? \***

- Yes
- No

**What is the anticipated amount of profit? \***

\$

Must be a dollar amount.

**I acknowledge that if this application is successful, and the project / event generates a profit, the applicant organisation is encouraged to retain an amount equal to or greater than the Council grant and reinvest it in future projects / events. \***

- Yes

**Will you be directing those profits back into your own organisation or will you be donating those profits to a third party (i.e. charity)? \***

- Profits to be reinvested back into applicant organisation
- Profits to be donated to charity

Where any profit from the project / event is donated to another organisation or entity, the applicant organisation must acknowledge Council's support in all communications and media relating to the donation.

**Outline the name of the charity organisation/s and expected \$ amount of donation/s. \***

Word count:

Must be no more than 25 words.

**Can the project / event proceed if the amount of approved Council funding is less than the amount requested? \***

- Yes
- No

## ALIGNMENT WITH COUNCIL'S CORPORATE PLAN KEY PRIORITIES (20%)

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Press **maximise** to see the tables or text boxes in full. And press the **add more** or **+ button** to add more rows.

We want to understand how your project / event aligns to the priorities in the [Toowoomba Region Corporate Plan 2024 - 2029](#).

This question is about how your project supports Council priorities (what you are doing, how it links and within what expected timeframe).

- Select up to three (3) Council Corporate Plan key priorities
- Choose ones that most closely align to your project / event and explain how
  - You can select the same priority more than once, provided the alignment elements with your project / event are different
- Specify the expected timeframe when the alignment will occur
  - **Immediate** (within 1 month) - e.g. community events, activations, workshops
  - **Medium-term** (1 month to 1 year) - e.g. ongoing programs, repeated events, early-stage initiatives
  - **Long-term** (several years) - e.g. infrastructure, environmental projects, economic development, strategic planning, major equipment

Council Corporate Plan Key Priorities	Describe the alignment of your project / event with Council's priorities	Timeframe
---------------------------------------	--	-----------

Which of Council's priorities is most closely aligned with your project / event purpose? If multiple apply pick the most relevant one.	Explain how your project / event directly supports the selected Corporate Plan priority, including what key activities or elements will contribute to achieving the priority Must be no more than 75 words.	When do you expect this alignment to emerge?

## DEMONSTRATED NEED / EVIDENCE AND POTENTIAL FOR ADVANCEMENT (30%)

\* indicates a required field

Evidence of project / event need

**What are the key needs that this project / event is aiming to address? \***

Word count:  
Must be no more than 150 words.

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**Who are the expected primary beneficiaries of this project / event? Please choose only the group/s that are at the very core of this project. \***

No more than 4 choices may be selected.

If your project / event is open to everyone, choose the first item, 'Universal - no particularly targeted beneficiaries'. If it is organisation or location specific select 'Living environment - Place-based people or groups'.

**Please provide any supporting information about the need for this project / event.**

Attach a file:

For example, this may be focus group Minutes, survey results, community requests, emails, research papers, etc.

## Participants

**Approximately how many people will directly participate, attend or benefit from your project / event? \***

- Up to 50       51 to 250       251 to 1,000       1,000+

**How have you estimated the number of anticipated participants / attendees / people who will benefit? \***

Word count:

Must be no more than 50 words.

**Please outline the impact / benefit of this project / event to your organisation and / or the local community \***

Word count:

Must be no more than 75 words.

Consider any potential changes (increase / decrease) to skills, knowledge, confidence, aspiration, motivation, social inclusion, behaviour, policy, social, financial, environmental, physical conditions, infrastructure.

## CAPABILITY, CAPACITY AND LIKELIHOOD OF SUCCESS (30%)

\* indicates a required field

### Capability and capacity

**How much experience does your organisation have in delivering the same or similar type of project / event? \***

- No experience delivering similar projects / events  
 Delivered similar projects / events with no challenges

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- Delivered similar projects / events and effectively managed challenges

**Which of the following options best describes your organisation's capacity to deliver the proposed project / event? \***

- We have no staff / volunteers with the required skills or qualifications needed for the project / event
- We have no staff / volunteers but have capacity to engage qualified people for the project / event
- We have some staff / volunteers with the required skills or qualifications for the project / event
- We have many staff / volunteers and / or the capacity to engage additional people with the relevant skills or qualifications needed for the project / event

**Please outline the factors (e.g. planning, experience, resources) that demonstrate the proposed project / event can be successfully delivered. \***

Word count:

Must be no more than 75 words.

## Project plan

**Please note, a project plan, (while highly encouraged) is not mandatory for requested funding amounts between \$1,001 - \$3,000.**

A project plan demonstrates that you have considered the key activities and tasks required to deliver the project / event. You must provide a high-level project plan by either uploading an already prepared project plan (e.g. Word, Excel or PDF document) or completing the online template.

**Would you like to provide a project plan? \***

- Yes
- No

**How would you like to provide your project plan? \***

- Upload a project plan
- Complete an online project plan

**Please upload your project plan \***

Attach a file:

Please note, an uploaded plan can be provided in various formats such as a Word, Excel, PDF.

## Online project plan

Please provide high-level project / event-related tasks, contributors and responsibilities, and dates when activities will take place.

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Press **maximise** to see the tables or text boxes in full and press the **add more** or **+ button** to add more rows.

Activity / task	Persons / organisations involved	Responsibility	Task start date	Task end date
For example, permits, marketing, admin, training, grant reporting. Must be no more than 25 words.	Those who will be involved and their role. Must be no more than 25 words.	Requirement of those involved. Must be no more than 25 words.	Approx. date is fine.	Approx. date is fine.

### What metrics will you use to measure the success of this project / event?

Metrics are used to demonstrate whether your project / event achieved its intended outcomes.

Provide at least two (2) measurable metrics with numerical targets that you will report on in your final acquittal (e.g. items purchased, % satisfaction, revenue generated, etc).

Examples of metrics may include but are not limited to:

- Number - total count (e.g. people, sessions, purchased items, visitor nights, social media reach, volunteer hours, time saved, duration, Net Promoter Score)
- Percentage - proportion out of 100 (e.g. project completion, satisfaction rate, group representation, milestone achieved, CO2 emissions, tonnes of waste)
- Dollar value - money (e.g. economic spend, savings, revenue generated, cost per unit)
- Physical area/size - length or capacity (e.g. meters, acres, hectares)

Press **maximise** to see the tables or text boxes in full and press the **add more** or **+ button** to add more rows.

Metric Description	Metric Type	Target	Collection method
Describe what you will measure (e.g. people, activities, dollars, etc.). Must be no more than 20 words.	Select the type of measure that best describes your metric.	Identify a target for the metric you have chosen. Must be a number.	How will you collect and measure your target? E.g head counts, survey, interviews, etc. Must be no more than 20 words.
	Other:		
	Other:		

## LOCALITY (15%)

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\* indicates a required field

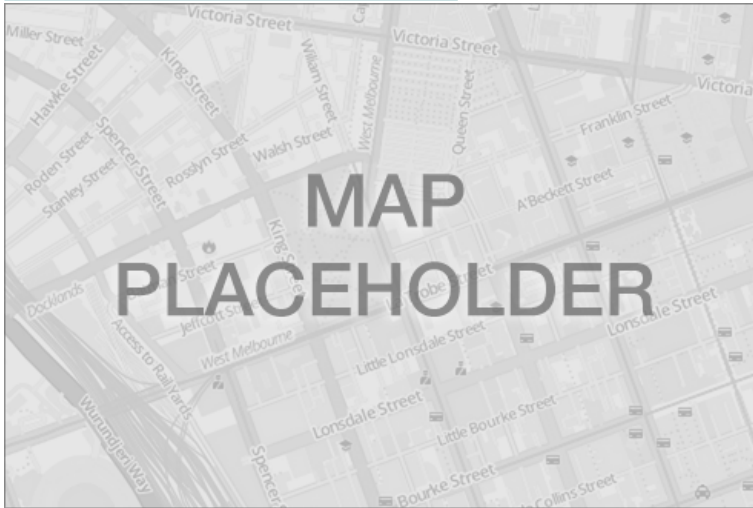
### Project / event location

**Will your project / event be held or accessed in a single location? \***

- Yes
- No - it will occur across multiple locations

**What is the address of where your project / event will occur or be accessed? \***

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required. Country must be Australia

Project / event must occur or be accessed within the Toowoomba Regional Council area.

Please note, if your locality is not listed in the options below please select the closest area instead.

**As you've indicated your project / event will happen across multiple locations, please select the appropriate towns / townships / localities. \***

- |  |  |   |                                       |
|--|--|---|---------------------------------------|
| <input type="checkbox"/> Acland          | <input type="checkbox"/> Crows Nest          | <input type="checkbox"/> Kingsthorpe      | <input type="checkbox"/> Pinelands    |
| <input type="checkbox"/> Anduramba       | <input type="checkbox"/> Cypress Gardens     | <input type="checkbox"/> Kleinton         | <input type="checkbox"/> Pilton       |
| <input type="checkbox"/> Back Plains     | <input type="checkbox"/> Emu Creek           | <input type="checkbox"/> Kooroongarra     | <input type="checkbox"/> Pittsworth   |
| <input type="checkbox"/> Biddeston       | <input type="checkbox"/> Felton              | <input type="checkbox"/> Kulpi            | <input type="checkbox"/> Quinalow     |
| <input type="checkbox"/> Boodua          | <input type="checkbox"/> Forest Ridge        | <input type="checkbox"/> Maclagan         | <input type="checkbox"/> Ramsay       |
| <input type="checkbox"/> Bowenville      | <input type="checkbox"/> Geham               | <input type="checkbox"/> Meringandan      | <input type="checkbox"/> Ravensbourne |
| <input type="checkbox"/> Brookstead      | <input type="checkbox"/> Goombungee          | <input type="checkbox"/> Meringandan West | <input type="checkbox"/> Southbrook   |
| <input type="checkbox"/> Brymaroo        | <input type="checkbox"/> Gowrie Junction     | <input type="checkbox"/> Millmerran       | <input type="checkbox"/> The Pines    |
| <input type="checkbox"/> Cabarlah        | <input type="checkbox"/> Gowrie Little Plain | <input type="checkbox"/> Millmerran Downs | <input type="checkbox"/> Thornville   |
| <input type="checkbox"/> Cambooya        | <input type="checkbox"/> Greenmount / East   | <input type="checkbox"/> Millmerran Woods | <input type="checkbox"/> Toowoomba    |
|  | <input type="checkbox"/> Greenmount          |   |                                       |
| <input type="checkbox"/> Condamine Farms | <input type="checkbox"/> Haden               | <input type="checkbox"/> Mount Tyson      | <input type="checkbox"/> Wattle Ridge |

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- |                                       |                                       |                                       |                                    |
|---------------------------------------|---------------------------------------|---------------------------------------|------------------------------------|
| <input type="checkbox"/> Cecil Plains | <input type="checkbox"/> Hampton      | <input type="checkbox"/> Nobby        | <input type="checkbox"/> Wellcamp  |
| <input type="checkbox"/> Charlton     | <input type="checkbox"/> Highfields   | <input type="checkbox"/> Oakey        | <input type="checkbox"/> Westbrook |
| <input type="checkbox"/> Clifton      | <input type="checkbox"/> Hodgson Vale | <input type="checkbox"/> Pampas       | <input type="checkbox"/> Wyreema   |
| <input type="checkbox"/> Coalbank     | <input type="checkbox"/> Irongate     | <input type="checkbox"/> Peranga      | <input type="checkbox"/> Yarraman  |
| <input type="checkbox"/> Cooyar       | <input type="checkbox"/> Jondaryan    | <input type="checkbox"/> Perseverance |                                    |

More than one area can be selected if needed.

## DECLARATION AND FEEDBACK

\* indicates a required field

### Certification

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

**Is the person completing this form authorised to certify this submission on behalf of the applicant organisation? \***

- Yes  
 No

If the response is "no" details of the authorised person is requested below.

**Name of authorised person \***

First Name

Last Name

Must be a senior staff member, trustee or appropriately authorised volunteer

**Position \***

Position held in applicant organisation (e.g. CEO, Treasurer)

**Phone number \***

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the applicant organisation

**Email \***

Must be an email address.

### Confirmation

- I consent to the information contained within this application being disclosed to Toowoomba Regional Council for the purpose of assessing, administering, reporting and monitoring my current and any future Toowoomba Regional Council grant applications
- All necessary permits / approvals / licenses will be obtained prior to the beginning of the project / event with appropriate insurance in place (if applicable)
- All relevant health and safety standards will be met.

# Minor Grant Application 2026/27 - (\$1,001 - \$10,000)

## Form Preview

I understand that if Toowoomba Regional Council approves the grant, the organisation I represent will be:

- bound by the contents of this application to carry out the project / event as I have described, and this application will form part of the contractual agreement with Toowoomba Regional Council (unless a variation is requested and approved)
- required to acknowledge Toowoomba Regional Council for the funding in accordance with the requirements outlined in the funding agreement
- required to accept the terms and conditions of the grant in accordance with Toowoomba Regional Council's contractual agreement.

I understand that Toowoomba Regional Council reserves the right to publish successful applicant details.

I certify that to the best of my knowledge the statements made in this application are true and correct.

**I agree to all of the statements above: \***

Yes

## Applicant Feedback

You are nearing the end of the application process. Before you review your application and click the **SUBMIT** button, please take a few moments to provide some feedback. Your feedback is very important to us and will not impact on the assessment of your application.

**Please indicate how you found the online application process.**

- |                                 |                                      |
|---------------------------------|--------------------------------------|
| <input type="radio"/> Very easy | <input type="radio"/> Difficult      |
| <input type="radio"/> Easy      | <input type="radio"/> Very difficult |
| <input type="radio"/> Neutral   |                                      |

**Please provide us with your suggestions about any improvements and / or additions to the application process / form that you think we need to consider.**

Word count:

Must be no more than 75 words.

## Review and submit

We recommend you review your application on the next page as it must be free of errors or omissions before you can click the 'submit' button. Thank you.