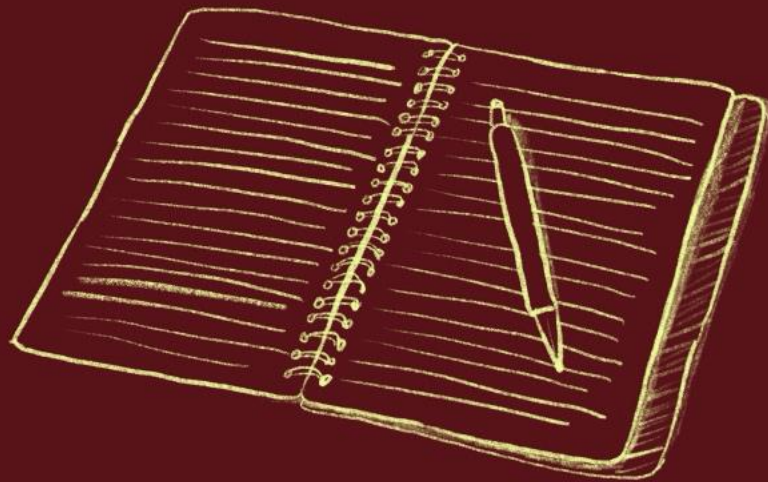


Grant



Writing

GRANT SUPPORT

Arts Northern Rivers

- Project discussion
- Funding options
- Conduit across the sector and allied sectors
- Auspicing
- Letters of support

Funding Bodies

- Project discussion
- Grant specific information i.e. eligibility, how the funds can be spent, focus areas
- Submitting your application i.e. how to use the grant portal

Other

- Grant writers
- Workshops
- Peer support / learn by doing

KEY STAGES

1. Identify Opportunities
2. Preparation and Planning
3. Writing the Application
4. Post Submission

1. IDENTIFY OPPORTUNITIES

Consider potential funders and ensure your project aligns with the grant guidelines and objectives.

- Arts & Cultural Organisations
- Government
 - Local
 - State
 - Federal
- Sponsorship
- Philanthropy
- Fundraising

Arts Northern Rivers

|

Funding Resource


FUNDING	AMOUNT	WEBSITE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
NATIONAL														
Creative Australia														
– Arts Projects for Organisations	\$100,000	https://creative.gov.au/investments-opport			due: 4 Mar						due: 2 Sept			
– Arts Projects for Individuals and Groups	\$50,000	https://australiacouncil.gov.au/investment			due: 4 Mar						due: 2 Sept			
– Contemporary Music Touring Program	\$50,000	https://creative.gov.au/investment-and-dev			due: 4 Mar						due: 2 Sept			
– Playing Australia Project Investment	open	https://creative.gov.au/investment-and-dev			due: 4 Mar						due: 2 Sept			
– Fellowships	\$80,000	https://creative.gov.au/investment-and-dev					due: 3 June							
– International Engagement Fund	\$30,000	https://creative.gov.au/investment-and-dev				due: 1 April								
– Match LAB	\$10,000	https://creative.gov.au/investments-opport								due: 5 Aug				
– Plus1	\$50,000	https://creative.gov.au/investments-opport								due: 5 Aug				
FRRR														
– FRRR – Rebuilding Futures	\$25,000	https://frrr.org.au/funding/disaster-resilienc									due: 17 Sept	TBC		
– FRRR – Small & Vital	\$10,000	https://frrr.org.au/funding/place/src-small-y									due: 17 Sept			
– FRRR ABC Heywire Youth Innovation grants	\$10,000	https://frrr.org.au/funding/people/heywire-y				due: 30 April								
Ian Potter Foundation														
– Emerging Artist Grant	\$15,000	https://www.ianpotterculturaltrust.org.au/o						due: 17 June						
– Arts	\$100,000	https://www.ianpotter.org.au/what-we-supp		EOI due: 21 Feb				due: 5 June						
– Community Wellbeing	\$100,000	https://www.ianpotter.org.au/what-we-supp					EOI due: 15 May		due: 31 July					
Other														
– IVAIS – Indigenous Visual Arts Industry Support program	\$500,000	https://aiatsis.gov.au/											TBC	TBC
– ILA – Indigenous Languages and Arts Program	\$180,000	https://arts.smartygrants.com.au/ILAO202		TBC	TBC									
– National Indigenous Australians Agency	unlimited	https://www.grants.gov.au/Go/Show?GoU										TBC		
– NBN – Innovate Program	\$15,000	https://www.nbnco.com.au/campaigns/innv									TBC			
– Australia Post Community Grants	\$10,000	https://auspost.com.au/about-us/supportin						TBC						
– Newcastle Permanent Charitable Foundation	\$200,000	https://www.newcastlepermanent.com.au/				TBC								
– Matana Foundation for Young People Grant	\$10,000	https://matanafoundation.org.au/apply-for	Rolling fund											
– Inspiring Australia / Science Engagement Program: National Science Week	\$20,000	https://www.scienceweek.net.au/grants/												TBC
– auDA 2024 Community Grant Progra	\$40,000	https://www.auda.org.au/statement/auda-4											TBC	
– Pride Foundation Small Grants	\$1,000	https://pridefoundation.org.au/small-grants/				R1 due: 14 April			R2 due: 14 July				R3 due: 17 Nov	
– Pride Foundation Large Grants	\$20,000	https://pridefoundation.org.au/small-grants/				EOI due: 17 April								
– Qantas Regional Grants	cash + flights	https://www.qantas.com/au/en/about-us/o					due: 10 May							
– Elders Community Giving Program	\$100,000	https://elders.com.au/about-us/for-your-co					due: 15 May							
– Gordon Darling Foundation Visual Arts General Grant Program	undisclosed	https://www.gordondarlingfoundation.org.g	R1 due: 3 Jan				R2 due: 30 May				R3 due: 30 Sept			
– National Indigenous Australians Agency Collaborates – Community Initiated	undisclosed	https://www.grants.gov.au/Go/Show?GoU												due: 30 Dec
– Actors Benevolent Fund	\$400-\$3000	https://www.actorsbenevolentfund.org.au/	Rolling fund											
– NAVA - Carstairs Grant	\$10,000	https://visualarts.net.au/nava-grants									open: early Sept	close: mid Oct		
STATE														
Create NSW														
– Creative Industries – Connectivity	\$50,000	https://www.nsw.gov.au/grants-and-fundin			due: 17 Mar									
– Multi-year 2-year Funding	\$100,000	https://www.nsw.gov.au/grants-and-fundin					due: 19 May							
– 2025 Visual Arts Fellowship (Emerging)	\$30,000	https://www.nsw.gov.au/grants-and-fundin								due: late Aug				
– Regional Arts Touring (individuals/groups)	\$120,000	https://www.nsw.gov.au/grants-and-fundin			R2 due: 17 Mar						R1 close: Sept			
– Regional Arts Touring (organisations)	\$120,000	https://www.nsw.gov.au/grants-and-fundin			R2 due: 17 Mar						R1 close: Sept			
– Creative Nations - First Nations organisations & individuals	\$100,000	https://www.nsw.gov.au/grants-and-fundin				R2 due: 30 April								R1 due: early Dec
– Next Steps - Professional & Skills Development for Individuals	\$10,000	https://www.nsw.gov.au/grants-and-fundin				R2 due: 30 April								R1 due: early Dec
– Creative Steps - New Work Development	\$100,000	https://www.nsw.gov.au/grants-and-fundin				R2 due: 30 April								R1 due: early Dec

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CASP2025



COUNTRY ARTS
SUPPORT PROGRAM

Image | 2024 CASP Recipient - Sprung Dance Theatre for Dis-Co Ball.

The CASP (Country Arts Support Program) is an annual small grants program with funding of up to \$5,000 to support local community arts and cultural development, increase regional opportunities, cultural experiences, and economic benefits to the community in regional NSW.

CASP 2025 Key Dates:
Applications open - April 7, 2025
Applications closed - June 2, 2025



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2025 GRANTS ROUND NOW CLOSED

Are you a Northern Rivers not-for-profit whose work involves improving social and/or environmental wellbeing?

APPLICATIONS FOR THE 2025 GRANTS PROGRAM

ARE NOW CLOSED

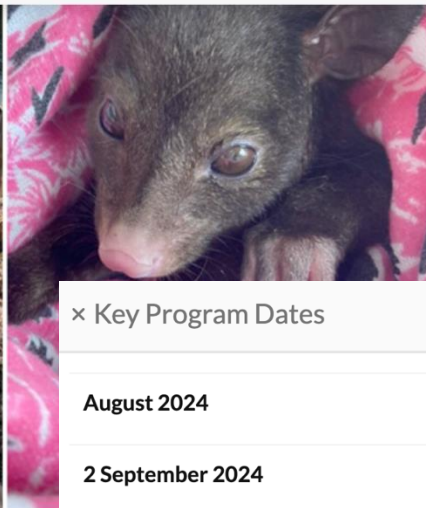
With a funding pool of \$150,000, we invited grassroots not-for-profits (with DGR status) to apply for a grant between \$10,000 - \$30,000.

We will be funding initiatives that address our following impact areas:

- Community capacity building
- Social cohesion
- Ecological resilience and climate action
- Systems change and social innovation

KEY DATES

3 March	2025 Grant applications open
14 March	Information Session
18 March	Information Session
10 April	Grant applications close
29 May	All recipients contacted
10 June	Grant recipient gathering



× Key Program Dates

August 2024	Grant-writing workshops
2 September 2024	Applications Open
4 October 2024	Applications Close
October 2024	Assessment by NRCF Community Grants Assessment Committee
Early November 2024	Applicants notified of outcome – Grant Agreements and funds distributed

ANNUAL COMMUNITY GRANT APPLICATIONS

Applications for our 20th Annual Community Grants Round are now closed.

The Annual Community Grants Program is NRCF’s flagship philanthropic offering. The Program supports not-for-profit community groups and/or organisations across the 7 LGAs of the Northern Rivers that strengthen and enhance our regional communities by addressing social disadvantage and environmental sustainability.



Council Residential Services Recreation & Culture

Creative Public Spaces Small Grants

Creative Public Spaces Small Grants seed fund art projects, creative activations and interventions in public spaces across the Byron Shire.

Grants of up to \$5,000 are available to:

- Individual artists
- Creative producers
- Artist teams.

These grants are now closed. The next round will be released in May 2026.



Creative Public Spaces Small Grants

Creative Public Spaces Small Grants are designed to seed fund arts projects and creative activations in the Byron Shire.

These grants are now closed. The next round will be released in May 2026.



Community Initiatives Grant

The Community Initiatives Program offers grants of up to \$5000 to projects that address a specific need, build a sense of community and align with Council priorities.

Applications are now closed.



Regenerative Agriculture Small Grants Program

The Regenerative Agriculture Small Grants Program offers funding to support local farmers to adopt regenerative land management practices.

The current program is now closed. Find out more about the successful applicants.



Events and Festivals Sponsorship Fund

Our Events and Festivals Sponsorship grant supports new, emerging and existing events!

Applications closed 31 October 2024 and recipients have been announced.



Local Heritage Places Funding Program

The Local Heritage Places Grant program aims to raise awareness of heritage conservation. The 2024 to 2025 grant applications have now closed.


The next round will be released in mid 2025.



Mayoral Fund

Each year we allocate funds for the Mayoral Fund. The community is invited to apply for this funding annually.

Applications for this year's funding closed Monday 4 November



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Events and venues

Community support

People and communities

Grants and funding

Community grants

Events sponsorship

Environmental grants and incentives

Grant finder

Community safety

Community grants

Community Grants Program

Grant support

Other grant opportunities

Council provides a range of support and resources to community groups and organisations that help the Tweed community thrive.


Community Grants Programs 2025

Applications for the 2025 Community Grants Program are open from June 2nd to June 29th 2025.

Council's Community Grants Program is provided to support not-for-profit organisations deliver a local activity, project or service that benefits the wider Tweed community.

This program provides financial assistance to local community groups and organisations for activities and projects that enrich the lives of our community by fostering connection, creativity, and care.

This funding aims to help create inclusive spaces, experiences and services that celebrate art, culture, heritage, and learning—fostering a stronger, more vibrant community where everyone belongs and thrives.



Chat now

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Signature Projects

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Community Financial Assistance Program

Does your community organisation have a great idea for a community project or program in the Richmond Valley?

Council's [Community Financial Assistance Program](#) provides funding to support local activities and initiatives that:

- benefit the local community
- help community groups achieve their goals
- align with our Community Strategic Plan

Funding available

Grants are available from \$100 and up to \$5000. Council allocates approximately \$40,000 per rounds, in accordance with Section 356 of the Local Government Act 1993 and [Council Policy No. 1.2 – Community Financial Assistance Program](#).

Application rounds

There are two funding rounds each financial year:

- Round 1 – opens in September
- Round 2 – opens in March

Apply for 2025/2026 Round One

- Applications open: Monday 1 September 2025
- Applications close: 5pm Tuesday 31 September 2025
- Apply online: <https://form.jotform.com/RichmondValley/CFAP25-26R1>



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Community Assistance grant applications now open

[ticky](#) / [Community Assistance grant applications now open](#)

September 18, 2024 /

Applications for grants under Kyogle Council's Community Assistance Fund have now opened.

The Community Assistance Fund provides one-off donations of up to \$1,000 for organisations, \$500 for individuals and \$5,000 for projects which can contribute dollar for dollar funding. The policy can be found [here](#).

Funding preference is given to those individuals/organisations that can demonstrate the greatest need or benefit to the wider community in the following areas: welfare, community involvement/social interaction, sport and recreation, the Arts, youth affairs, senior citizen affairs and cultural assistance.

Community Assistance grants are paid on a reimbursement basis in that successful applicants must provide Council with receipts and/or invoices before any funds are paid.

Applications will close at 4pm on Friday 18 October.

[Flood recovery advice for East Coast severe weather](#)



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Funding opportunities calendar Create NSW

Stay up to date with the latest Create NSW grants and funding. See current and upcoming funding opportunities, opening and closing dates and links to apply.



Open and Upcoming Opportunities - 2025/26	Open	Close
2025/26 Project Funding - Creative Nations First Nations Organisations & Individuals (Round 1)	25 Aug 2025	29 Sept 2025
2025/26 Project Funding - Next Steps Professional & Skills Development for Individuals (Round 1)	25 Aug 2025	29 Sept 2025
2025/26 Project Funding - Creative Steps New Work Individuals and Groups (Round 1)	25 Aug 2025	29 Sept 2025
2025/26 Project Funding - Cultural Access Priority Group Projects Individuals and Organisations (Round 1)	25 Aug 2025	29 Sept 2025
2025/26 Regional Arts Touring Small and Large Tours (Round 1)	1 Sep 2025	7 Oct 2025

REGIONAL
ARTS
NSW



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REGIONAL ARTS FUND

APPLICATIONS OPEN 9AM JULY 1 2025
PROJECT GRANTS OF UP TO \$30,000 AVAILABLE



Australian Government
Regional Arts Fund

REGIONAL
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arts
AUSTRALIA



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QUICK RESPONSE GRANTS

DELIVERED MONTHLY FROM FEBRUARY TO NOVEMBER
UP TO \$3000 AVAILABLE TO SUPPORT IMMEDIATE NEED



- Community arts and cultural development
- Dance
- Emerging and experimental arts
- Literature
- Multi-art form
- Music
- Theatre
- Visual Arts
- Open

Arts Projects for Individuals and Groups

Funding of between \$10,000 and \$50,000 for a range of activities and projects, both national and international, across all arts practices.

Apply now



Key dates

Applications close:
Tuesday 2 September
2025 at 3pm (AEST)

Notification date: Early
December 2025

Amount

You can apply for between
\$10,000 to \$50,000.

Future closing dates

Tuesday 3 March 2026
at 3pm (AEDT)

Contact

If you have a question, or
need help with your
application, please
call or email us.

- Community arts and cultural development
- Dance
- Emerging and experimental arts
- Literature
- Multi-art form
- Music
- Theatre
- Visual Arts
- Closing Soon

MATCH Lab

Our MATCH Lab program supports artists and artist groups to build fundraising skills, increase knowledge of philanthropy and business partnerships and create sustainable sources of revenue into the future.

Apply now



Key dates

- **Applications open:**
Wednesday 18 June
2025, 3pm AEST
- **Applications close:**
Tuesday 5 August
2025, 3pm AEST

Contact

Private Investment
Capability team
T: 03 9616 0321
E:
cpa.programs@creative.gov.au

Case studies

Read the MATCH Lab case study: [Kite Choir](#)

Read the MATCH Lab case study: [Indigemoji](#)

Read the MATCH Lab case study: [Lifespan Dance](#)

2. PREPARATION & PLANNING

Checklist:

- Review the funding guidelines and application form
- Are you eligible to apply for the grant?
- Are you able to apply as an individual?
- Do you need to be auspiced?
- Call the funding body to discuss your project

2. PREPARATION & PLANNING

Auspicing

- If your group has no legal status (ie an unincorporated group), you can still apply for a grant but will need to nominate an incorporated body to manage the grant monies on your behalf.
- This could be the local council, local arts council or arts organisation.
- The auspicing body accepts the grant monies on behalf of the grant recipient, pays the grant monies to the grant recipient and ensures, that the money is used for the purpose for which the grant is intended.

2. PREPARATION & PLANNING

Your Profile

- Most applications will ask you to provide an overview of you, your group and/or your organisation
- This information will define ‘who you are’ and ‘what you do’ to the panel assessing your application.

3. WRITING THE APPLICATION

Ask the questions:

- What?
- Why?
- Who?
- How?
- When?
- Where?
- How Much?

WHAT?

What is the project? Define your project before you even look at any grant application forms.
Outline its aims and objectives.

WHY?

Why do you want to do this project?

What do you want to achieve?

What are the proposed outcomes of the project?

How is it significant or meaningful?

What is the demand for it?

WHO?

Who are you targeting – both in terms
of participants and audience?

Who will you be working with?

What stakeholders will be involved?

WHO?

Investigate the following areas:

Identify:

- Who you want to work with on the project – artists, arts workers, consultants, facilitators – both paid and volunteer.
- Check their availability and suitability in terms of what you want to achieve and what they can bring to your project.
- Ensure that they have the skills to realise the aims of the project.
- You will usually need to submit a brief bio or an up-to-date CV for all artists involved in the project.

WHO?

Consultation:

- Discuss ideas and implications of your project with the people in your community who are likely to be involved.
- If working with diverse communities such as people with disabilities, CALD, LGBTQIA+ and POC consultation is recommended.
- If your project targets or involves Indigenous communities, ensure that consultation is undertaken and that you have their support. Check out the Indigenous protocol guides published by the Aboriginal Torres Strait Islander Board at Creative Australia.

WHO?

Support & Letters of Support:

- Forming partnerships with other organisations or groups in your town or region can lead to sustainable cultural development in regional areas, rather than just one-off events.
- Request letters of support from organisations involved in your project or those who will benefit from the project and include them with your application.

HOW?

How will you manage the project?

Do you have the capacity to deliver the project?

How and who will manage the funds?

What resources are needed (financial, human, materials)?

TIMELINE

A timeline or project plan provides clarity in what the project is, the objectives, stakeholders and potential risks.

It should include:

- Tasks
- Description
- Responsibility
- Due date

It will:

- Identify workload and expectations
- Simplify collaboration
- Build a framework for the project
- List the actions to ensure success
- Identify gaps to your plan or strategy

TIMELINE EXAMPLE

Resource: timeline template

EVENT CHECKLIST				
When	Task	Notes	Who?	Status
Start of project	ADMIN: Develop a Project Brief (Basics/Scope/Promotion Overview*)			
Start of project	ADMIN: Identify resources required and Develop Budget			
Start of project, Ongoing	ADMIN: Start budget spreadsheet and update throughout event			
Start of project, ongoing	PROMOTION AND MARKETING: Develop Communication plan for event	Fill out a communications plan with list of dates and publications in which you wish to advertise or promote. Include website, social media, press releases, e-news. Appoint media liaison.		
Start of project, ongoing	ADMIN: Contact list – listing all relevant stakeholders, roles and contact details			
Start of project	ADMIN: Ensure that all involved have public liability insurance			
Start of project	ADMIN: Complete Risk Assessment Checklist			
Start of project	COMMUNITY ENGAGEMENT: Arrange schedule for regular team meetings with relevant stakeholders and provide regular status reports	meeting regularly with all stakeholders to confirm their tasks and activities, make clear your expectations of their contribution (speakers, performers, caterers, cleaners, printers, venue managers, govt authorities, police, emergency services, community reps etc)		
Start of project	ADMIN: Set up online booking (if required)	Trybooking.com. Ensure that it contains photo consent form.		
Start of project, Ongoing	ADMIN: Checklist – ensure this checklist is up to date and includes appropriate timelines.			
Prior to 12 weeks out	VENUE: Conduct site visit and identify infrastructure, power and lighting requirements			
12 weeks out	COMMUNITY ENGAGEMENT: Contact local businesses and community groups to become involved in the event			
12 weeks out	VENUE: Book venue and fill out appropriate application / paperwork ensuring you get quotes and book any external service providers			
12 weeks out	EVENT PROGRAM: Develop activities list/agenda/programming/schedule including artist register			
11 weeks out with ongoing updates	VENUE: Prepare hire equipment list (tables, chairs, marquees/tents, AV equipment etc), booking any required for external service providers			
11 weeks out	PROMOTION AND DOCUMENTATION: Graphic Design	Ensure message and design is consistent and accurate Flyer/Poster/Tickets/Invitations/Ads/Feedback Forms		
10 weeks out	PROMOTION AND DOCUMENTATION: Determine if photographer required or if officer photography is sufficient, book photographer if necessary			
10 weeks out	EVENT PROGRAM: Organise a Welcome to Country (if applicable)			
10 weeks out	EVENT PROGRAM: Book and arrange for MC/Speakers, Artists and Special Guests	Travel, accom, letter of confirmation/contract, info package if needed with all bookings and fees. Template of agreement on ANW site.		
10 weeks out	VENUE: Identify catering requirements for speakers, artists, volunteers, staff	Beverages (if alcoholic - need RSA licence) Food (need to comply with food safety legislation)		
9 weeks out	VENUE: Get quotes from catering companies			
8 weeks out with ongoing updates	ADMIN: Prepare an event run sheet outlining all the tasks for event set up, during event and event bump out			
8 weeks out	PROMOTION AND DOCUMENTATION: Prepare invitation distribution list and ensure you include information about your wet weather contingency plans			
8 weeks out	ADMIN: Obtain signed contract for artists/speakers – ensure contract is signed by both parties			

WHEN?

When will the project take place and do you have sufficient time to realise your idea?

HOW MUCH?

What will it cost to produce your project?

BUDGET

Budgets are possibly the most important part of a project. They need to be realistic, researched and representative.

- Read the guidelines to establish what the grant program will fund i.e. equipment purchases.
- Ensure that your budget matches the project described in your application.
- Do NOT request more than the maximum amount available.
- Do NOT expect a grant to pay for your entire project.

BUDGET

Budgets must always
be balanced
i.e. Income should
equal Expenditure.

Income:

- How much can you apply for?
- Is there any earned income?
- What can you contribute to the project?
- Is there any confirmed or unconfirmed income from other grants for the project?
- Is there any in-kind support?

BUDGET EXAMPLE

Income

Income (non-grant)	
Ticket Sales (80 x \$20)	\$ 1,600
Merchandising & Retail	-
Beverage & Food Sales	-
In-kind	\$ 3,000
Sponsorship/Fundraising/Donation	\$ 500
<u>TOTAL Other Income</u>	<u>\$ 5,100</u>
Income (grants)	
Create NSW	\$ 9,000
<u>TOTAL Grant Income</u>	<u>\$ 9,000</u>
TOTAL INCOME	\$ 14,100

IN-KIND SUPPORT

Examples

- Volunteer labour
- Free venue or equipment hire
- Mentoring
- Partnership contributions
- Donated materials

Expenditure:

Be realistic about what you ask for

Assess the labour involved

Assess if there is any travel, accommodation and living allowance involved

Assess the cost of any materials, venue and equipment hire

Don't forget to consider 'hidden' costs:

- Insurance
- Catering
- Documentation
- Incidentals

*For assistance on artist fees/wages – check out LPA , NAVA or MEAA

BUDGET EXAMPLE

Expenditure

Expenditure	
Administration	\$ 500
Producer	\$ 1,200
Production Manager	\$ 750
Technician	\$ 300
Installers/Crew - Bump in/out	\$ 300
Artists fees	\$ 4,800
Materials	\$ 1,280
Cultural Advisors/WTC	\$ 600
Finance/accountant	\$ 500
AUSLAN Interpreter Fee - opening event	\$ 500
Venue hire /Gallery fee	\$ 1,200
Production needs: Lighting/Sound/Equip	\$ 300
Freight Bump In/Out	\$ 200
Marketing, Promotion	\$ 100
Promotional Material & Signage	\$ 220
Photography	\$ 450
Catering	\$ 300
PLI Insurance	\$ 300
Contingency	\$ 300
TOTAL EXPENDITURE	\$ 14,100

You're grant ready.

POST SUBMISSION

- Application checked by grant team.
- Application assessed by grant panel of industry experts
- Decision and notification

If Successful:

1. Funding agreement for signing
2. Payment
3. What are your reporting obligations?

UNSUCCESSFUL APPLICATIONS

Don't take it personally

There are many reasons for why an application might not succeed

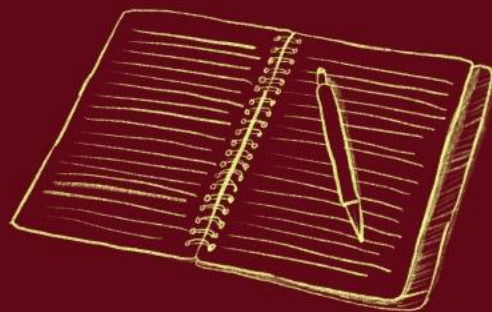
- Budget constraints
- High level of applications
- Perceived ability of you/your organisation to manage the project
- Not 'hitting' all the criteria
- Evidence of need not strong enough

Get Feedback!

QUICK TIPS

- Draft letters of support 2 weeks in advance
- Respond to assessment criteria
- Assume the reader knows nothing about you and your project
- Use clear and simple language
- Use evidence to support claims
- Ensure project activity and budget align
- Understand your audience
- Know your responsibilities

QUESTIONS?



Practice ~ 101

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