

Outback Communities Authority: Small Projects Application Form

(To be read in conjunction with the **Outback Communities Authority: [Small Project Policy and procedures](#)**)

1. ASSOCIATION DETAILS

Name of association:

Location address:

Postal address:

ABN:

Project Contact Person

First name: Last name:

Position: Phone:

Email:

2. PROJECT DETAILS

Name of project:

Describe in less than 10 words.

.....

Proposed Project Start and Finish Dates

Start date: / /

Finish Date: / /

2a. Infrastructure Projects

You are only required to answer these questions if your project involves construction of infrastructure.

Does your organisation own/have access to the land that the project will take place on?

If no, use the space below to state who owns the land and how permission has/will be been obtained to use the land on an ongoing basis.

Yes

No

Has development approval been granted for the proposed works?

If no, use the space below to state what approvals are required and estimated date for approval to be granted.

- Yes No

3. PROJECT DESCRIPTION

Describe the project, what the project will do, and how it will be done.

4. PROJECT ENDORSEMENT

Has the project been supported by the community your organisation represents? Please explain this support.

5. PLEASE INDICATE THE IMPORTANCE OF THIS PROJECT TO YOUR COMMUNITY

- Critical
- Very Important
- Important
- Required

Please explain:

6. PROJECT OUTCOMES

What will be the outcomes of the project for the community?



Who or what will benefit from this project?

Is this project aimed at assisting a particular target group?

For example: Age groups, special needs, gender, business, other (please list)

7. PROJECT IMPLEMENTATION

Who will co-ordinate or supervise the project?

Name:

Position:

How will the implementation of the project be undertaken?

For example: External contractors will be engaged, or the project will be completed by volunteers.

8. PROJECT BUDGET

Items sought must exclude GST (if you are GST registered).

Only list budget items required from OCA. Attach further detail if more space is required.

Submit quotes and/or supporting documentation where available.

***** Firm quotes are required for infrastructure projects.**

Budgeted items should be provided for non-infrastructure projects

..... \$

..... \$

..... \$

..... \$

..... \$

Project Management allowance 10% to cover expenses running the project... \$

Total sought \$

9. Assessment Criteria

The assessment criteria for evaluating applications will be based on the following goals outlined in the OCA's 2023-24 Business Plan and Budget. Tick and expand on those that you believe your project meets.

Note: Only need to address the criteria that apply to your project. There is no requirement to address all five.

Liveability

How does your project enhance the quality of life, well-being, and sustainability of the community and wider region? This may include initiatives that improve infrastructure, services, or enhance public spaces.

Vibrancy

How does your project contribute to a vibrant and thriving community and wider region? This can include projects that foster cultural diversity, support arts and culture, encourage tourism, or support events and activities.

Connection

How does your project foster connections through the community and wider region? This may involve initiatives that enhance social inclusion, encourage collaboration among community members, or improve accessibility and connectivity.

Future Opportunities

How does your project create long-term opportunities and contribute to the future growth and development of the community and wider region? This can include projects that support economic development, innovation, entrepreneurship, or provide educational and training opportunities.

The Brand

How will your project enhance your community's reputation, strengthen community pride, or contribute to a positive perception of the community and or Outback SA region?

10. Notes

Use this space to provide any additional information or comments you believe are important for us to consider regarding your application. This can include further details about your project, its objectives, anticipated outcomes, budget breakdown, or any other information you deem relevant. If you need further space attach on a separate sheet.

Please also list any attachments that you are submitting with this expression of interest.

*****Please include any photographs that will expand your notes.***



11. PAYMENT DETAILS

Nominated Bank Account for Project Funds that is controlled by the Association:

Account Name:

BSB: Account number:

12. SIGNATORY

The application must be signed by a person authorised by the Association. The signatory must be an office bearer of the Association.

“I declare that the information supplied is true and accurate to the best of my knowledge. I also acknowledge that this one-off project does not involve ongoing Government funding and if funded may increase liability around insurance cost increases and capital replacement requirements.”

Signed for and on behalf of the submitting Association:

Name:

Position:

Signature: Date:

Please email this completed form with any relevant attachments to oca@sa.gov.au