



GRANT REPORT FOR A SPECIFIC PROJECT

This reporting form is for organisations who (1) have received a grant for a specific project and (2) have not already completed a report on the project for another funder. If you have an already completed report to upload, go [here](#).

This PDF is a preview only. To complete this form, please head to communityfoundation.org.au/making-a-difference/report/specific-projects/.

GRANT REFERENCE NUMBER

ORGANISATION NAME

ORGANISATION WEBSITE

PROJECT TITLE

PROJECT DESCRIPTION

Please describe the purpose and goals of your project, and whether it contributed to a broader program or organisational goal. Maximum 250 words.

FOCUS AREAS

What is the primary area of focus for your organisation's work? Please choose a specific area from one of the five broad focus areas. See Appendix 1.

PRIMARY FOCUS AREA

If your organisation has another focus area, please specify. See Appendix 1.

SECONDARY FOCUS AREA

LOCATION

PROJECT LOCATION

- Australia
- International

IF PROJECT LOCATION IS AUSTRALIA, PLEASE SPECIFY:

STATE

- | | | | |
|---------------------------|---------------------------|---------------------------|--------------------------|
| <input type="radio"/> ACT | <input type="radio"/> QLD | <input type="radio"/> NSW | <input type="radio"/> NT |
| <input type="radio"/> SA | <input type="radio"/> TAS | <input type="radio"/> VIC | <input type="radio"/> WA |

REGION

- Rural/Regional
- Metro

IF PROJECT LOCATION IS INTERNATIONAL, PLEASE SPECIFY:

REGION

- | | |
|--|---|
| <input type="radio"/> Africa and the Middle East | <input type="radio"/> East Asia |
| <input type="radio"/> Europe | <input type="radio"/> Latin America/Caribbean |
| <input type="radio"/> North America | <input type="radio"/> The Pacific |
| <input type="radio"/> South and West Asia | <input type="radio"/> Torres Strait |

TELL US ABOUT THE PEOPLE WHO BENEFIT FROM YOUR ORGANISATION'S WORK

AGE GROUP

What age group(s) benefited from this grant? Please select all that apply or select general population if specific age group(s) were not targeted.

- Early years (0-5)
- Youth (6-25)
- Adults (26-64)
- Seniors (65+)
- General population

GENDER FOCUS

Was there a specific gender focus of your grant?

- Women
- Men
- Diverse gender and sexual characteristics
- No specific gender focus

TARGET POPULATION GROUP

What is the primary population group that benefited from this grant? See Appendix 2.

PRIMARY POPULATION GROUP

If there is a secondary target population group that benefits from your organisation's work, please specify. See Appendix 2.

SECONDARY POPULATION GROUP

NUMBER OF PEOPLE REACHED

If your grant provided products or services to individuals, please tell us how many you reached. If you know the number of people but do not know whether they were female, male or of gender diverse identity, please include the number in the Unknown field. If do you not know how many people your grant reached, enter 0 in the unknown field. If you would like to provide an explanation of your entry, use the comment box available at the end of this section.

PRIMARY POPULATION – NUMBER OF PEOPLE REACHED

| | | | |
|---------|--------|-------|---|
| _____ | _____ | _____ | _____ |
| UNKNOWN | FEMALE | MALE | DIVERSE GENDER IDENTITY & SEXUAL CHARACTERISTICS |

SECONDARY POPULATION – NUMBER OF PEOPLE REACHED (OPTIONAL)

| | | | |
|---------|--------|-------|---|
| _____ | _____ | _____ | _____ |
| UNKNOWN | FEMALE | MALE | DIVERSE GENDER IDENTITY & SEXUAL CHARACTERISTICS |

ADDITIONAL COMMENTS

If you would like to provide any comments on the population groups this grant benefited, please do so here. Maximum 250 words.

TELL US ABOUT YOUR GRANT'S ACHIEVEMENTS

WHAT DID YOU DO?

What activities did you undertake? When and where did they happen? Who was involved? Maximum 250 words.

WHAT DIFFERENCE DID IT MAKE?

Please describe any changes that have occurred as a result of this grant (for instance, any changes in knowledge, skills, attitudes, behaviours, policies, processes, etc.). Please describe how your activities contributed to these changes. Maximum 250 words.

WHAT DID YOU LEARN?

What worked well, what didn't, and why? What will you be improving in the future? Maximum 250 words.

CONTRIBUTION OF GRANT TO ORGANISATION

To what extent did this grant contribute to achieving your organisational goal(s)?

- Very little – we would have achieved our goals anyway
- Moderately – we probably would have achieved our goals anyway but this grant got us there more quickly and/or helped us achieve more
- To a great extent – it's unlikely we would have achieved our goals without this grant

RELEVANT MEDIA

We would love to receive any photos, stories or media clips we can use to share the results of your work with our donors and the general public.

Please note that we will assume you have received informed consent to use any of the images and stories you provide.

TELL US ABOUT YOUR GRANT'S FINANCES

VALUE OF GRANT (\$)

Was this grant part of a larger project or program?

- No
- Yes

If yes, what was the overall dollar value of the larger project or program?

VALUE OF LARGER PROJECT (\$)

DID YOU SPEND THE GRANT AS INTENDED?

If yes, leave blank. If no, please describe any changes in spending.
Maximum 250 words.

FINANCIAL ACQUITTAL

Please attach a copy of the financial acquittal for your grant.

The acquittal should include the grant income received and a breakdown of expenses by budget item. You can use your own acquittal format or download our template [here](#).

WHAT'S NEXT?

Please describe any future plans you would like us to know about.
Maximum 250 words.

ADDITIONAL COMMENTS

Is there anything else you would like us to know about this grant?
Maximum 250 words.

CONTACT DETAILS

CONTACT NAME

PHONE NUMBER

EMAIL

- I would like to receive email updates from Australian Communities Foundation.

- I have read and agree with Australian Communities Foundation's privacy policy at communityfoundation.org.au/policies/privacy

APPENDIX 1: FOCUS AREAS

- Tackling Inequality
 - Community and economic development
 - Community safety and crime prevention
 - Education, training and employment
 - Health and wellbeing
 - Housing and homelessness
 - Individual / family support and welfare
 - Public policy / research / advocacy
 - Sector / workforce capacity building
 - Sport and recreation
 - Youth development (exc. sport and recreation)
 - Other
- Strengthening Democracy
 - Fostering civic participation
 - Media and a free press
 - Philanthropy and volunteering
 - Public policy / research / advocacy
 - Sector / workforce capacity building
 - Social inclusion, equity and justice
 - Other
- Supporting Indigenous Communities
 - Indigenous sea and land management
 - Indigenous cultural preservation and promotion
 - Indigenous leadership and self-determination
 - Sector / workforce capacity building
 - Public policy / research / advocacy
 - Other
- Safeguarding the Environment
 - Climate change
 - Conservation and biodiversity
 - Disaster prevention and response
 - Economic / investment instruments
 - Resource management
 - Sector / workforce capacity building
 - Sustainable agriculture / food security
 - Sustainable development
 - Other
- Building A Culturally Vibrant Society
 - Celebrating local culture and identity (incl. placemaking)
 - Preserving and promoting history / heritage / culture
 - Sector / workforce capacity building
 - Supporting and fostering the arts
 - Other

APPENDIX 2: TARGET POPULATIONS

- Aboriginal or Torres Strait Islander Peoples
- Asylum seekers, refugees, migrants and people from CALD backgrounds
- (Ex)offenders
- Flora / fauna (for environmental projects)
- General population
- LGBTQIA+ people
- People experiencing or at risk of homelessness
- People experiencing socio-economic disadvantage or vulnerability
- People with a disability, illness or disease
- Professional workforce
- Unemployed people
- Women and girls
- Early years (0-5)
- Young people (6-25)
- Seniors (65+)