

## 2026 - 2027 City of Kalgoorlie-Boulder Major Grant Program | Application

\* indicates a required field

### Acknowledgment of Understanding

*This section is to acknowledge that the applicant has read and understood the eligibility criteria, the City's [Community Support Handbook](#), [Community Financial Support Policy](#), [Strategic Community Plan 2025-2035](#) and the Procedure of the Grant program.*

**Should there be any questions relating to this form, please contact our Community Development Team on (08) 9021 9600 or email at [CAS@ckb.wa.gov.au](mailto:CAS@ckb.wa.gov.au).**

**\*\*Please note, should this form be unsubmitted for a longer period, City officers will assume you no longer want to apply for the funding and will withdraw your application. Applicant will need to restart and resubmit the application process again. \*\***

**Did you contact with the City's Community Development Team prior to applying? \***

- Yes
- No

According to the City's Community Support Handbook, the applicant must engage with the City's Community Development Team prior to submitting their application.

**Do you acknowledge understanding and abiding with the grant program's policies and procedures? \***

- Yes
- No

If unsure, kindly refer to the quick link provided or contact the City's Community Development Team on (08) 9021 9600 or email at [CAS@ckb.wa.gov.au](mailto:CAS@ckb.wa.gov.au)

### Quick Link

[Community Support Handbook](#)

[Community Financial Support Policy](#)

[Strategic Community Plan 2025-2035](#)

[City of Kalgoorlie-Boulder - Grants and Funding website](#)

[City of Kalgoorlie-Boulder - Publication](#)

### Organisation Details

\* indicates a required field

### Contact Details

**Applicant \***

Organisation Name

Please, provide the name of your Organisation.

**Is the Organisation a legal or registered Organisation? \*** Yes No Other:**Applicant 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	

Must be an ABN.

**What is the Organisation's Registration number?**

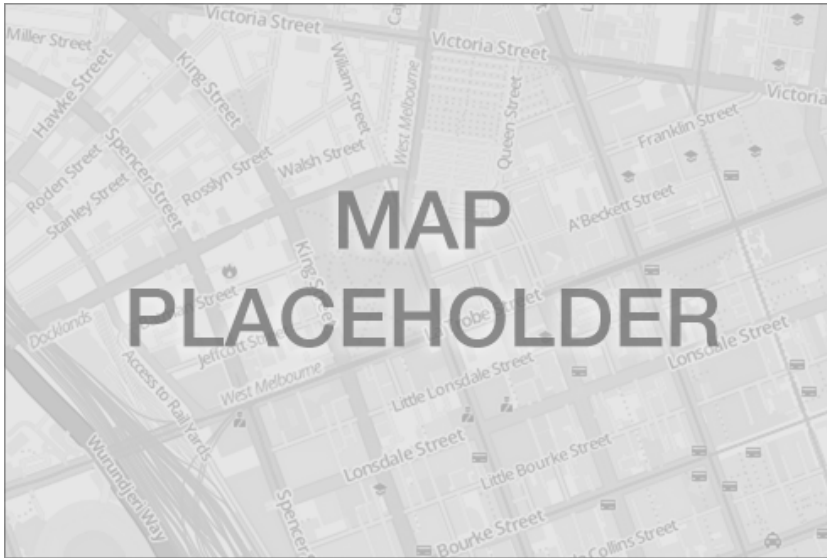
If you do not have an ABN, please provide the Organisation's Registration Number.

**Applicant Primary Address \***

Address

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview



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

### **Applicant Postal Address \***

Address

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

### **Applicant Primary Phone Number \***

Must be an Australian phone number.

### **Applicant Primary Email \***

Must be an email address.

### **Applicant Primary Website**

Must be a URL.

## Applicant Admin Contact

### **Applicant Admin Contact \***

First Name

Last Name

### **Applicant Admin Contact Position \***

### **Applicant Admin Contact Primary Address \***

Address

**Applicant Admin Contact Primary Phone Number \***

Must be an Australian phone number.

**Applicant Admin Contact Primary Email \***

Must be an email address.

## Financial Stability Statement

***Please note that registered charities, Incorporated associations or non-profit organisations, and social enterprises with annual revenue below \$250,000 are not required to submit audited financial statements. However, they must provide alternative documentation to verify their financial position, like a treasurer's report (special purpose financial statements).***

**Proof of organisation's financial stability \***

Attach a file:

Proof of you/your organisation's financial stability.

## Organisational Sustainability

**Did you/your organisation receive financial support or grants from the City of Kalgoorlie-Boulder in the last 5 years? \***

- Yes  
 No

Please, indicate if you have received any financial support from the City of Kalgoorlie-Boulder. If yes, you must complete the table in section 5.

**Do you/your organisation have any outstanding debts with the City of Kalgoorlie-Boulder? \***

- Yes  
 No

You must not have any outstanding debts or be in any legal conflict with the City.

**Are you/your organisation in any legal or perceived conflict with the City of Kalgoorlie-Boulder? \***

- Yes  
 No

You must not have any outstanding debts or be in any legal conflict with the City.

## Previously Funded Projects

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview

Please provide information on any projects previously or currently being funded or supported by the City of Kalgoorlie-Boulder.

**\*\*You must disclose if other funding or support has been requested from or provided by the City and acknowledge that the provision of funding or support through other City funding programs may prohibit eligibility to apply for additional funding or support within the same financial year. \*\***

Name of Project, Program, or Initiative	Amount Funded	Funding Type	Notes
Provide the title of the previously / funded project by the City of Kalgoorlie-Boulder.	Please provide the actual amount received from the City of Kalgoorlie-Boulder. Must be a dollar amount.	Kindly, select the type of previous funding received from the City of Kalgoorlie-Boulder (CKB).	Please, add notes to provide more context. E.g. How successful the previous funded projects were? If you were able to keep up with the expected outcome. Must be no more than 250 words.

## Acquittal and Evaluation

**Do you/your organisation have any outstanding Acquittals with the City of Kalgoorlie-Boulder? \***

- Yes
- No

Prior to applying, you must have satisfactorily acquitted expenditure of any previous City funding.

**If your application is successful, do you accept undertaking an acquittal process reasonably required by the city within 2 months of completion of the Project, Program, and/or Initiative? \***

- Yes
- No

Please note that, in accordance with the City's Support Handbook and Financial Support Policy, successful applicants are required to submit acquittals and review as part of their funding agreement.

## Project/ Initiative Monitoring and Evaluation

**Will your Initiative be monitored or evaluated? \***

- Yes
- No

**Who will monitor and evaluate the project / initiative? \***

- Within Organisation
- External Agent
- N/A

Here, write if the monitoring and evaluation of the project is going to be undertaken within your organisation or by external agent. Kindly, mention how the project it going to be monitored or evaluated.

**How will your project/ initiative be monitored and evaluated? \***

Word count:

Must be no more than 250 words.

## Project or Initiative Details

\* indicates a required field

### About Your Project, or Initiative

**Title of the Project / Initiative \***

Must be no more than 250 characters.

**Brief Description \***

Word count:

Must be no more than 300 words.

Please, briefly describe the proposed project, or initiative. Its aims and objectives.

**Initiative Strategic Plan \***

Attach a file:

Please, upload a copy of your Strategic Plan.

**Start Date \***

Must be a date.

Please, provide an expected start date of your project/ initiative.

**End Date \***

Must be a date.

Please, provide an expected date of your project/ initiative.

**Will you deliver the initiative within the City of Kalgoorlie-Boulder Local Government Boundary? \***

Yes

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview

No

### Project Alignment

Please refer to the following links to answer the questions in this section:

[City's Strategic Community Plan \(2025-2035\)](#)

[Community Support Handbook](#)

[Community Financial Support Policy](#)

[Other City Publication](#)

**How does your Project, Program, or Initiative align with the City's Strategic Community Plan? \***

Word count:

Must be no more than 300 words.

Please, explain how your initiative supports or aligns with the City's Strategic Community Plan. (REFER CITY'S STRATEGIC COMMUNITY PLAN)

**Explain how does your project or Initiative aligns with the City's Grant Program Objectives? \***

Word count:

Must be no more than 300 words.

Please, briefly outline the expected outcomes of your initiative and explain how it aligns with the City's Grant Program objectives - such as fostering community connection, pride, and ownership of public spaces, through events and program in education, sport, culture, or any community focused-activity. (REFER COMMUNITY SUPPORT HANDBOOK)

**Does your Project, Program, or Initiative align with any other City Action Plan? If so, which and how? \***

Word count:

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round

## 1

### Form Preview

Must be no more than 300 words.

Please, explain how the expected outcomes align with the City's other action plan/ e.g. Youth Action plan...(REFER CITY'S OTHER PUBLICATIONS)

**Explain what community needs or shortcomings your initiative aims to address. \***

Word count:

Must be no more than 300 words.

Please, focus on explaining what is needed in the community, how your initiative is going to address it, and what impact will it create.

## Financial Details

\* indicates a required field

### Budgeting Overview

**Total Amount Requested \***

Must be a dollar amount.

Please, provide the total financial support you are requesting in this application.

**Total Project Cost \***

This number/amount is calculated.

Please, provide the total budgeted cost of your project.

**Budgeting Plan**

Attach a file:

Here you can attach a detailed project budget plan.

### Project Budget (Income)

Please outline your project income in the income table below, including details of other income or funding that you have applied for, whether it has been confirmed or not.

Income Source	Is this funding confirmed?	Income amount (Budgeted)	Notes
Please select the source of income. If the income is from other	Please provide the status / confirmation of funding.	Enter the total amount expected to be received. Must be a dollar amount.	Add notes to provide more context. E.g. how or where you are going

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round

## 1

### Form Preview

Organisational body / other funding avenue, then state the name of that Organisation / funding body in the "Other BOX".			to use the particular income with respect to the project? Must be no more than 250 words.

### Project Budget (Expenditure)

Please outline your project expenses in the expenditure table below.

**Following are the brief explanation for each expenditure type in context of this grants program:**

1. **Salaries and wages for staff and volunteers** - Payments or stipends for staff and volunteers working on the project, including administrative or delivery roles.
2. **Project and production cost** - Expenses directly related to creating, delivering, or executing the project's activities or outputs.
3. **Marketing and promotion** - Costs for advertising, publicity, design, printing, or digital promotion to raise awareness of the project.
4. **Administrative & Infrastructure** - Overheads such as office expenses, utilities, equipment, insurance or other operational support costs.
5. **Workshop materials** - Supplies used during workshops or training sessions (e.g., art supplies, handouts, tools).
6. **Venue hire** - Fees for renting spaces used for events, workshops, meetings, or performances.
7. **Participant support** - Assistance provided to participants, such as travel, access support.
8. **Refreshments or catering** - Food and beverage costs for participants, staff, or audiences during project activities or events.

Funding Body	Expenditure type	Expenditure Amount (Budgeted)	Notes
Please, provide the name of the Funding body for the specific expenditure.	Please select the type of expenditure.	Please, enter the total expenditure amount to incur for this expenditure. Must be a dollar amount.	Add notes to provide more context. Please, explain why this expenditure is required for your project. Must be no more than 250 words.

### City In-Kind Contribution

Please note that this funding stream does not cover any form of City waiver, discount, or other City support programs.

**The table below is provided for information purposes only and to outline the in-kind contributions associated with this initiative.**

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview

For City waivers or discounts, please contact the relevant department directly at [mailbag@ckb.wa.gov.au](mailto:mailbag@ckb.wa.gov.au) or submit an application through the [City's Waiver Application Form](#).

**Please list the In-kind contribution requested from the City of Kalgoorlie-Boulder (CKB) in the table below. (If Any)**

City In-Kind Assistance	City In-Kind Valuation	Notes
Select the type of In-Kind supported requested from the City of Kalgoorlie-Boulder.	Please provide the amount/valuation of In-kind requested from the City of Kalgoorlie-Boulder. (Example; City owned Venue fees) Must be a dollar amount.	Explain the need of the In-kind requested for your project/initiative. How you are going to use it? Must be no more than 250 words.

## Other - In-Kind Contribution

**The table below is provided for information purposes only and to outline the in-kind contributions associated with this initiative.**

**Please list all In-kind contributions for your project.**

**Clearly specify whether each contribution is provided by your own organisation or contributed by another organisation.**

In-Kind Funding Body	In-Kind Assistance	In-Kind Valuation	Explanatory notes
Please, identify the In-Kind funding body type.	Select / write the type of In-Kind Contribution you are seeking from the City. One per row.	Please provide the amount of In-Kind Valuation. For e.g. amount paid to the volunteers according to the Centre for volunteering, or the venue fees... Must be a dollar amount.	Add notes to provide more context on how you are going to use that and how beneficial it is for the proposed project. Must be no more than 250 words.

## Community Impact

\* indicates a required field

**Who are the primary beneficiaries of this project/Initiative? \***

No more than 5 choices may be selected.

Please choose only the group/s that are at the very core of this project/program

**How will the beneficiaries benefit from the project/initiative? \***

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview

**Word count:**

Must be no more than 300 words.

Explain how the Project or the Initiative can benefit the identified beneficiaries? What is the impact of this initiative? Explain the Direct Impact of the project/ initiative.

**What social, economic, or environmental and other benefits will the project/initiative create? \***

**Word count:**

Must be no more than 300 words.

Here, highlight how the initiative will further benefit the social, economic, environmental, and other aspects (PESTEL). Describe the wider impact of your initiative.

## Outcomes

**Please tell us about the outcomes you expect as a result from your project.**

Outcomes are the changes you expect to occur as a part of your project.

Generally, outcomes can be framed as an increase or decrease in one or more of the following:

- Skills, knowledge, confidence, aspiration, motivation (these are generally immediate or short-term outcomes)
- Actions, behaviour, (these are generally intermediate or medium-term outcomes)
- Social, financial, environmental, physical conditions (these are generally long-term outcomes)

***Immediate outcomes occur directly following an activity (e.g. within 1 - 2 months); medium-term outcomes are those that fall between the short and long-term outcomes (e.g. between 2 months and 2 years); and long-term outcomes are those we expect to see years later (e.g. 2, 5, or 10 years after the activity).***

<b>Project outcomes</b>	<b>Timeframe</b>	<b>How does the outcome align with the City's Objectives?</b>	<b>Progress notes</b>
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What changes do you expect will occur as a result of your project (E.g. Enhanced physical	When do you expect this outcome to emerge?	Please explain how your intended outcome helps contribute to ours. Must be no more than 250 words.	Please, write the expected progress level towards the outcome. How do you plan to
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# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

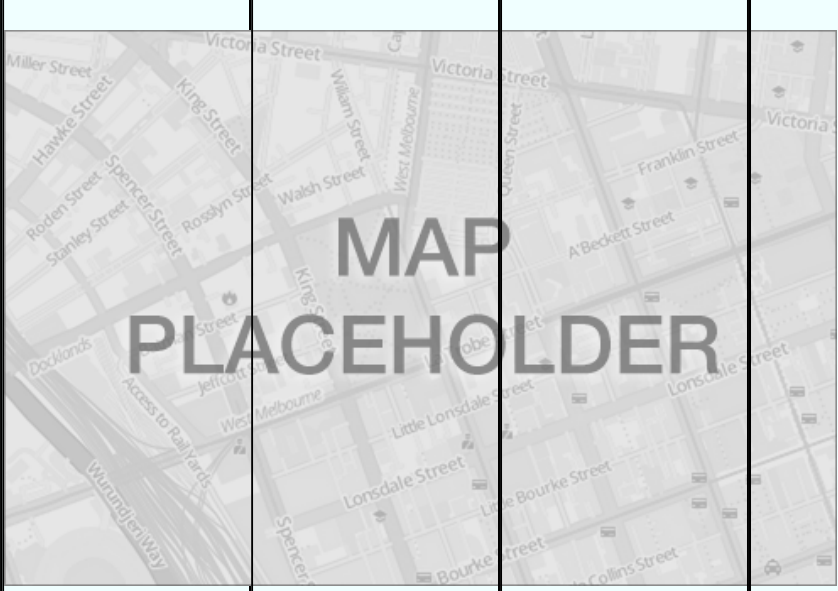
## Form Preview

fitness) Please be brief. One per row. Must be no more than 250 words.			achieve the outcome stated? Must be no more than 250 words.

## Activities

Tell us about the activities you will undertake in order to achieve your aims, and outcomes.  
**List one per row.**

You can stipulate one location for each activity. If you have one activity taking place in multiple places, you can either list each location as a separate activity (e.g. Youth Meets #1; Youth Meets #2, with a specific location attached to each), or you can list one activity with a generalised location (e.g. "Youth Meets #1 - Kingsbury Park").

Activity	Location	Start date	End date	Explanatory notes
One per row. Add more rows if you want to list additional activities. Must be no more than 250 words.	Where will your activity occur?	Please provide an expected date for the activity. Must be a date.	Please provide an expected end date (planned) for the activity. Must be a date.	Add notes to provide more context on what your activity plan is and how it helps your project initiative. Must be no more than 250 words.
				

## Milestones

Please tell us about the steps/stages involved in delivering the initiative.

**Examples of Milestone can include conducting workshop, interviews, testimonials, focus group transcripts/summaries, social media posts, media appearances/mentions, and artistic or multimedia depictions such as photographs, videos and audio/podcasts.**

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview

Milestone	Start date	End date	Explanatory notes
Please add one per row. E.g. planning, specific part of your project to be completed (workshop, community event day, promotion meeting, installation day...) Must be no more than 250 words.	Provide an expected date Must be a date.	Provide an expected end date Must be a date.	Here you can highlight if the City's funding is going to be used to support this part of the project. How will this milestone help achieve the outcome and contribute to the activities? Must be no more than 250 words.

## Risk Management

This section is critical in demonstrating your ability to anticipate, manage, and respond to potential challenges / risk that could impact the success of the project.

### Rating Description for Likelihood:

- **Low:** Unlikely to occur during the project.
- **Medium:** Possible that the risk may occur or impact, based on experience or project conditions.
- **High:** Very likely to occur; the risk has occurred in similar past projects or environments.

### Rating Description for Impact:

- **Low:** Minimal disruption to the project. Easily manageable with minor adjustments.
- **Medium:** Noticeable disruption requiring changes. E.g. to timelines, staffing, or scope.
- **High:** Significant impact on project success. E.g. failure to meet key objectives, major delays, or loss of funding.

Potential Risk Identified	Likelihood	Impact	Mitigation Strategies
Kindly, use this section to mention potential risk that may arise as part of your project or any risk that may impact the success of your project. Focus on the relevant- project specific risks (e.g. staffing, stakeholder engagement, policy changes, technology...). Must be no more than 250 words.	Here state the Likelihood of your identified Risk. E.g. How likely is it that the risk will occur? (Refer above for the rating scale for likelihood)	Kindly rate the Impact of your identified risk. E.g. What would be the effect / impact on the project if the risk does occur? (Refer above for the rating scale for impact)	Please, briefly describe the specific actions you will take to: Prevent / Mitigate the risk from happening, or reduce its impact if it does occur. Please be clear, practical, and realistic. Focus on what you will do, not just that you're aware of the risk. E.g. Backup data to avoid data loss. Must be no more than 250 words.

## Reminder / Required Supporting Documents

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round

## 1

### Form Preview

According to the City of Kalgoorlie-Boulder's [Community Support Handbook](#), and [Community Financial Support Policy](#) the following documents must be submitted with your grant application:

- Organisation certification or registration.
- Certificate of Currency/ Public liability.
- Strategic Plan.
- Quotations (For Amounts More than \$5,000).
- Project Budget.
- Audited Financial Statements/ Financial stability statement.

**Please note that some of these documents may already have designated upload sections in previous parts of the application.**

**This section allows you to review the required documents and upload any additional files as needed.**

**Further relevant documents may be requested by the City's Grant Team. (If required)**

#### Supporting Documents \*

Attach a file:

#### Final Project Statement \*

Word count:

Must be no more than 250 words.

You may use this section to provide any ending notes before submitting the application...

## Certification and Feedback

\* indicates a required field

### Certification

This section must be completed by an authorised signatory acting on behalf of the applicant Organisation.

I certify that the statements / supporting documents provided within this application are true and correct.

**I agree \***

Yes

**Name \***

First Name

Last Name

Must be a designated staff member of the organisation.

# 2026/2027 City of Kalgoorlie-Boulder Grant Program - Major Round 1

## Form Preview

**Position \***

Position held within the applicant organisation. (e.g. Project Manager, CEO, Treasurer)

**Phone Number \***

Must be an Australian phone number.  
We may contact to verify tht this report is authorised by the applicant organisation.

**Email \***

Must be an email address.

## Feedback

Before you review your application and click the **SUBMIT** button, please take a few moments to provide some feedback.

**Please indicate how you find the application form? \***

Very Easy     Easy     Neutral     Difficult     Very Difficult

**How many minutes in total did you take to complete this form? \***

Must be a number.  
E.g. 1 hour = 60 mins

**Please let us know how the application process is, including any areas for improvement in future application form/process. (Suggestions you may have, and aspects that works well). \***

Please share your honest feedback on what went well and what could be improved. Your input will help us enhance future grant application and better understand what changes are needed.