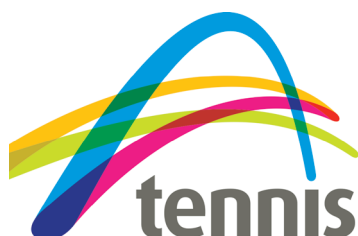




HERITAGE BANK COMMUNITY TENNIS GRANTS 2017 APPLICATION FORM



**Heritage
Bank**



ABOUT THE GRANTS

The Heritage Bank Community Tennis Grants program is an opportunity for Tennis Queensland Affiliated bodies, to deliver projects that engage local communities as well as improve services for current members.

For more than 140 years Heritage Bank has been committed to building local communities throughout south east Queensland. Heritage is proud to partner with Tennis Queensland to provide financial assistance to improve facilities and provide better customer experiences in clubs throughout the state. It's Heritage Bank's way of helping to build Queensland's tennis community.

Ideally, submissions will focus on initiatives that will increase tennis participation and community engagement and aid sustainability of the club in the longer term.

YOU MAY CHOOSE TO APPLY FOR:

- Clubhouse upgrades
- Introduction of new Tennis programs or leagues e.g. FAST4, ANZ Tennis Hot Shots, Fitbit Cardio Tennis or programs designed by you for new target markets
- New promotional initiatives or reward programs for new programs
- Other entrepreneurial initiatives or creative concepts aimed at attracting new markets to your facility

PROJECTS WILL NOT BE ACCEPTED IF THEY ARE:

- Covering costs of coaching hours, fees or current programs
- Deemed to be general maintenance i.e. court cleaning & court resurfacing

FUNDING AVAILABLE

Applications up to a maximum of \$2,000 will be considered. Your funding application should equate to no more than half of the total cost for your project to show your club's commitment/invested interest in it's success.

Please note, Tennis Queensland (TQ) may choose to award clubs with a partial amount of their funding application. If this is applicable to your project, you will be given adequate time to discuss with your committee/ stakeholders before accepting the grant and committing to your project.

HOW TO APPLY

Please complete this application form and return with all required documentation including a covering letter outlining the project and how it will benefit your local community.

**You are required to have your TQ Participation Leader or Places to Play representative co-sign your application to show they have reviewed your application to ensure you have met the criteria and have the best chance at success.*

PROGRAM GUIDELINES:

- Applications will only be accepted from up-to-date financial affiliates of Tennis Queensland
- Applicants must contribute no less than 50% of the total project cost to show commitment
- Applicants must have completed a Club Health Check in 2016 and activated your club's Payment Gateway (see Participation Leader for further info)
- Applicants must consult with your TQ Regional Participation Leader or Places to Play representative prior to submitting your application
- Applicants must complete all sections of the application form, provide photos and quotes for work involved and submit a covering letter describing the impact the project will have on your continued success
- Successful applicants will be notified by 31 Mar 17
- Successful applicants must provide an invoice for payment by 9 June 17
- Successful applicants must submit a program evaluation report & partake in a video interview by 15 Sep 17
- A "Project of Heritage Bank Community Tennis Grants" fence banner will be provided to you to display at your facility on completion of your project.



APPLICATIONS CLOSE FRIDAY 3 MARCH 2017

APPLICATION FORM

APPLICANT INFORMATION

Name of affiliated body: _____

Contact person: _____ Phone number: _____

Email: _____

Address: _____

City: _____ Postcode: _____

PROJECT DETAILS

Affiliated body contribution (minimum 50% of project total): \$ _____

Grant funding sought (maximum \$2,000): \$ _____

Total project cost: \$ _____

Is your club GST registered: NO YES

Project: ***Please provide details on your project and the impact it will have on your local community and/or the club's success & sustainability in a covering letter. Please provide this to Tennis Queensland with your application form by Friday 3 March 2017.***

PLEASE CONTINUE OVER PAGE >>



CALL YOUR TQ REGIONAL
PARTICIPATION LEADER OR
TENNIS QUEENSLAND
FOR MORE INFORMATION

Contact details can be found at tennis.com.au/qld

APPLICATION FORM (continued)

Has your club completed a Club Health Check in 2016: NO YES

Has the club applied for other grants in the past two years? NO YES
(if yes please specify, including whether you were successful in receiving that grant:)

APPLICATION CHECKLIST

Covering letter detailing the project outline

Breakdown of project costs including quotes

Photos of the proposed project and/or community members who will benefit from your project for use in media releases and evaluation video (for facility upgrades please provide 'before' photos which will also act as supporting documentation for consideration)

CONFIRMATION OF APPLICATION

By signing below you agree to all terms listed and to receive communication from Tennis Queensland and Heritage Bank. If successful in receiving a grant, you also agree to complete an evaluation form, display the project banner at your facility and have a representative from the project participate in a video interview about it's progress (to be viewable by the public). If any requirements or criteria are not met after receiving the grant, you also agree by signing below to return your funds to Tennis Queensland.

Contact Person (from affiliated body)

TQ representative acknowledging criteria has been met

Signature: _____ Signature: _____

Print Name: _____ Print Name: _____

Date: _____ Date: _____

PLEASE RETURN COMPLETED APPLICATION FORM AND SUPPORTING DOCUMENTS TO:

EMAIL (preferred): tennisqueenslandinfo@tennis.com.au
or

POST: Tennis Queensland
Attn: Community Grants Returning Officer
190 King Arthur Terrace
Tennyson Qld 4105

