

# 2025-26 Individual Development Grant Form Preview

## Overview of Program and Preliminary Steps

\* indicates a required field

### Individual Development Grant (Sport and Culture)

#### Guidelines

Please refer to the [Individual Development Grant guidelines](#) and the [Community Grants Policy](#) prior to completing this application form.

For further information or assistance, please phone Council on **1300 696 272** to speak to the Community Development Team or email [communities@northburnett.qld.gov.au](mailto:communities@northburnett.qld.gov.au)

## Information Privacy Statement

North Burnett Regional Council is committed to handling your personal information in accordance with the *Information Privacy Act 2009 (QLD)*.

The information collected on this form and supporting documentation will be used to process your Community Grants Program application. Your personal information will be accessed by persons who have been authorised to do so including the grant selection panel which may include parties external to Council.

The information will not be disclosed to any other person or agency external to council without your consent, unless required by or authorised by law.

By submitting an application, you consent to Council publishing your name, project and funding information on our website and in Council publications. This information may also be used by Council for advertising and promotional purposes and statistical reporting.

#### **I have read and understood the Information Privacy and Right to Information Statement and agree to the use and disclosure of information as outlined in the Statement**

I agree

#### **I am applying for \***

Sports Development

Arts and Cultural Development

#### **I can confirm that**

I am an individual making this application in my own right and I am 18 years of age or older

I am a parent or guardian legally authorised to make this application on behalf of the named individual for which this application is being lodged and I am 18 years of age or older,

## Applicant Details

\* indicates a required field

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## Name of Sportsperson or Arts and Cultural Worker \*

First Name

Last Name

## What is your age group? \*

- Under 18 years of age  
 18 years or older

If the applicant is under 18 years of age, a parent or guardian must complete the application.

## Contact Details

### Home Address \*

Address

  

### Home Phone Number

Must be an Australian phone number.

### Mobile Phone Number \*

Must be an Australian phone number.

### Email Address \*

Must be an email address.

## Parent/Guardian Information and Contact Details

If the applicant is under 18 years of age, a parent or guardian must complete the application.

### Parent or Guardian Name \*

First Name

Last Name

### Relationship to Contact Person to Applicant \*

- Parent  
 Guardian  
 Other:

For Other, please state

### Home Address \*

Address

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## Home Phone Number

Must be an Australian phone number.

## Mobile Phone Number \*

Must be an Australian phone number.

## Email Address \*

Must be an email address.

## Individual Sports Development

\* indicates a required field

### Level of Representation \*

- National - I am part of an official QLD team
- International - I am representing Australia

## Details of Competition, Championship or Sporting Event

### Name of Competition, Championship or Event \*

### Describe the event and your level of participation \*

### Location of Event (City & State or County if overseas) \*

### Official Website link to Event Details \*

Must be a URL.

### Start Date \*

Must be a date and no later than 30/6/2026.

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**Finish Date \***

Must be a date.

## Applicant's Sporting Club or Organisation

**Name of Club / Organisation \***

Organisation Name

**Contact Person Name and Position held in the Club \***

**Phone Number \***

Must be an Australian phone number.

**Email \***

Must be an email address.

## Sporting Organisation

**Is the Competition, Championship or Sporting Event recognised by a National Sporting Organisation (NSO)? \***

- Yes  
 No

Visit [https://www.sportaus.gov.au/australian\\_sports\\_directory](https://www.sportaus.gov.au/australian_sports_directory)

**Name of National Sporting Organisation \***

**Attach selection letter from a governing body \***

Attach a file:

A maximum of 5 files may be attached.

Note: Individuals must upload an official invitation or Letter of selection which show evidence of having qualified for an event. The letter must be on official letterhead, include the applicant's name, event title, event date and location.

## The Sport is not listed as a National Sporting Organisation (NSO)

**Please provide information on the recognised State, National or School Sports selection body? \***

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Include name of body, weblink and additional information on the recognised sport selection body

## **Attach selection letter or any additional information relevant to your application \***

Attach a file:

A maximum of 5 files may be attached.

Note: Individuals must upload an official invitation or Letter of selection which show evidence of having qualified for an event. The letter must be on official letterhead, include the applicant's name, event title, event date and location.

## Arts and Cultural Development

\* indicates a required field

### **Are you who performing, competing, exhibiting or presenting at a: \***

- National competition, conference or event
- International competition, conference or event

### Event Details

#### **Name of event \***

#### **Location of Event (City & State or County if overseas) \***

#### **Official Website link to Event Details \***

Must be a URL.

### **Please outline your participation in the arts and cultural event you have been selected to attend \***

#### **Event Start Date \***

Must be a date.

#### **Event Finish Date \***

Must be a date.

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## Selection Information

**Attach your official invitation or selection to perform, compete, exhibit or present at a national or international event? \***

Attach a file:

A maximum of 2 files may be attached.

Note: Individuals must upload an official invitation or Letter of selection which show evidence of having qualified for an event. The letter must be on official letterhead, include the applicant's name, event title, event date and location.

**Attach any additional information to support your application**

Attach a file:

A maximum of 5 files may be attached.

## Budget

\* indicates a required field

### Expenses

Please list all of the expenses you expect to incur to participate in the competition, championships, events and conference.

Important note: The applicant must keep a record of expenditure, plus copies of invoices or receipts, in order to acquit the grant after the event takes place.

Description of Expenses	Amount
Accommodation	\$
Travel expenses (airfare, fuel, public transport) to and from the event/competition	\$
Nomination / registration fees	\$
	\$
These headings can be changed to suit your particular expenses.	

### Limits of Funding:

#### Sports Development

- Attending a national event as part of a state level team - \$250
- Attending an international event as part of a national team - up to a maximum of \$500

#### Arts and Cultural Development

- Attending, competing or performing at a national event - \$250
- Attending, competing or performing at an international event - \$500

I am requesting the following contribution from NBRC \*

\$

Total Expenses

\$

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Must be a dollar amount.  
See Limits of Funding above.

This number/amount is calculated.

## How will grant funds be used (if approved)

### Funds will be used towards: \*

- Travel costs
- Accomodation
- Nomination / registration fees
- Representative-level uniforms
- Other:

At least 1 choice must be selected.

## Acknowledgement and Declaration

\* indicates a required field

### Acknowledgement and Declaration

Note: If the applicant is under 18 years of age, this declaration must be completed by a parent or guardian.

If my grant application is approved, I agree to:

- 1.Acknowledge council's contribution.
- 2.Cover all legal and financial responsibilities associated with this grant and understand Council does not accept any liability or responsibility for my participation in the event.
- 3.Obtain appropriate insurances to cover the activity/event.
- 4.Submit an outcome report within 6 weeks of the event to acquit the grant.
- 5.Use the grant funds only for eligible expenses associated with the nominated event
- 6.Refund all funds to Council in the instance the event does not proceed or refund unutilised grant funds.

I agree \*

Yes

### By submitting this application, I confirm that \*

- I am authorised to submit this application
- All information provided in this application is true and correct to the best of my knowledge
- I understand that North Burnett Regional Council does not accept any liability or responsibility for my participation in the event
- I have met all acquittal conditions for any previous Council grants and have no outstanding debts to Council

At least 4 choices must be selected.

### Authorised Person details

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**Name of authorised person submitting this application \***

First Name

Last Name

**Mobile Phone Number \***

Must be an Australian phone number.

**Email \***

Must be an email address.