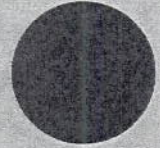




Australian Government
Department of Resources, Energy and Tourism

TQUAL GRANTS — TOURISM QUALITY PROJECTS APPLICATION FORM



Version 2011

Before applying for *TQUAL Grants — Tourism Quality Projects* funding, read the Program Guidelines, draft Funding Agreement and Frequently Asked Questions carefully that are available from www.ret.gov.au/tqual.

Applicants are strongly advised to seek professional advice on the taxation impacts on the business or organisation receiving funding from this program. Applicants are also strongly advised to seek independent legal advice before entering into a Funding Agreement.

Application deadline: 5pm (AEST) Friday, 15 April 2011

Submitting an application

An application includes:

1. An unbound hardcopy completed application form (including all attachments).
2. A CD containing an electronic copy of the completed application form as a Microsoft Word document (not as a PDF document).

Applications sent by post must be postmarked as sent on or before the application deadline.

Late applications will not be accepted except under extreme circumstances (see Section 2.5 of the *TQUAL Grants — Tourism Quality Projects Program Guidelines for 2011–12*).

All applications received will be acknowledged by email.

Please submit your application by post to:

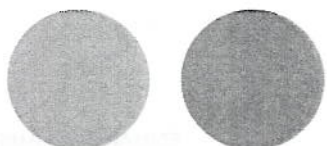
TQUAL Grants
Tourism Division
Department of Resources, Energy and Tourism
GPO Box 1564
Canberra ACT 2601

Or by courier to:

TQUAL Grants
Tourism Division
Department of Resources, Energy and Tourism
Level 2, 51 Allara St
Canberra City ACT 2601

Instructions for courier:

In foyer dial x47397 for the Tourism Grants Officer to receive the application package



APPLICATION DETAILS

Completing an application

Guidance provided for answering questions are in *italics* and green.

Text boxes can be expanded to allow for extra lines by pressing the ENTER button on the keyboard where the cursor is located.

Please note that it is expected that funding will be available from July 2011.

It is advisable to keep a copy of your application. Applications will not be returned.

For details on who can sign the declaration on this form, refer to Section 2.5 of the *TQUAL Grants - Tourism Quality Projects Program Guidelines for 2011-12*.

For details on confidentiality refer to Section 3.3 of the *TQUAL Grants - Tourism Quality Projects Program Guidelines for 2011-12*.

For details on how applicants are advised if they are successful, refer to Section 4.4 of the *TQUAL Grants - Tourism Quality Projects Program Guidelines for 2011-12*.

Further Assistance:

Further information on *TQUAL Grants* is available at www.ret.gov.au/tqual.

For assistance, use the following details:

Hotline: 13 28 46

Email: tqualgrants@ret.gov.au

Application Form contents:

Self Pre-Application Checklist

Section A: Applicant Details

Section B: Primary Contact Details

Section C: Applicant Financials

Section D: Project Details

Section E: Assessment Criteria

Section F: Supporting Documentation

Section G: Application Checklist

Section H: Declaration

Section I: Supplementary Information:

- Item 1. Local government body corporate
- Item 2. Consortium of businesses
- Item 3. Other Australian Government funding for the project
- Item 4. Australian Government funding for the applicant
- Item 5. Multiple Project Locations
- Item 6. Public Signage Consultation
- Item 7. Approvals
- Item 8. Letters of Support

Self Pre-application checklist

To check whether your proposal is suited to the TQUAL Grants — Tourism Quality Projects program, complete the pre-application checklist below.

Applicants who answer 'No' for any of the questions below will **not be eligible** to apply for TQUAL Grants — Tourism Quality Projects funding.

1. Does the applicant meet one of the following categories?

- Private sector corporation, incorporated association or trust corporation
- Non-profit corporation or incorporated association
- Corporate regional tourism or economic development organisation
- Local government body corporate
- Corporate national peak or sectoral tourism association able to demonstrate sufficient representation of the industry through the level of its membership
- Consortium of corporate partners (led by any of the above entity types)

Yes: No:

2. Is the applicant registered for goods and services tax (GST)?

Yes: No:

3. Is the proposed project located in Australia?

Yes: No:

4. Is the TQUAL Grants funding amount being requested equal to or greater than \$15,000 (plus) and equal to or less than \$100,000 (plus GST)?

Yes: No:

5. Can the applicant provide evidence that it has at least matching cash, dollar for dollar, to contribute to the project?

Yes: No:

The matching cash must be available at the start of the project (see Section 2.4 of the Program Guidelines).

6. If the applicant is a local government body corporate, can it demonstrate that the project is additional to activity that it would routinely undertake?

Yes: No:

N/A:

7. If the applicant is a corporate national peak or sectoral industry association, can it demonstrate that the project is additional to activity that it would routinely undertake?

Yes: No:

N/A:

8. If the applicant is successful, will the TQUAL Grants funding be used for eligible activities? (See Section 2.3 of the Program Guidelines for details)

Yes: No:

9. If successful, will the applicant be willing and able to enter into a Funding Agreement with the Australian Government? (See the draft *Funding Agreement* for details)

Yes: No:

10. If the application is successful, is it planned that the project will be completed by 31 March 2013?

Yes: No:

Please submit this form with your application.

SECTION A: APPLICANT DETAILS (Lead applicant where a consortium of partners is applying)

A1. Organisation name:
(Registered business name)

Note: If the application is successful, the Funding Agreement will be made between this Organisation and the Australian Government.

A2. Registered Trading name:

A3. ABN/ACN

A4. Is the applicant registered for GST?

Yes:

No: — Applicants who are not registered for GST are ineligible to apply for *TQUAL Grants* funding.

A5. Registered office address:

Address:

Suburb:

State:

(select)

Postcode:

A6. Applicant type:

Please check the box for one of the following:

- Private sector corporation, incorporated association or trust corporation — the applicant must:
1. Attach a Certificate of Registration (See F2).
- Non-profit corporation or incorporated association — the applicant must:
1. Attach a Certificate of Registration or Incorporation (See F2).
- Corporate regional tourism or economic development organisation — the applicant must:
1. Attach a Certificate of Registration (See F2).
- Local government body corporate — the applicant must:
1. Attach a document evidencing the body corporate's status (See F3); and
 2. Complete the details at the Supplementary Information Item 1 (See Section I).
- Corporate national peak or sectoral tourism association able to demonstrate sufficient representation of the industry through the level of its membership — the applicant must:
1. Attach a Certificate of Registration (See F2);
 2. Attach a copy of the association's constitution (See F4);
 3. Attach a current membership list (See F5); and
 4. Attach a document(s) such as Board or management meeting minutes or document listed above that demonstrate/s sufficient representation of the industry through the level of its membership (See F6);

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A7. Is the applicant part of a consortium of corporate partners (led by any of the entity types at A6)?

Yes: — the lead applicant must:
 1. Attach a copy of the agreement constituting the consortium (See F7); and
 2. Provide details of consortium partners at the Supplementary Information Item 2 (See Section I).

No:

A8. Is the project the subject of any applications for or has it received any other Australian Government funding?

Yes: — the applicant must complete the details at the Supplementary Information Item 3 (See Section I)

No:

A9. Has the applicant received Australian Government funding of any type in the last 5 years?

Yes: — the applicant must complete the details at the Supplementary Information Item 4 (See Section I)

No:

SECTION B: PRIMARY CONTACT DETAILS

This person will be contacted on all matters relating to this application.

B1. Name:

B2. Title:

B3. Organisation:

B4. Phone:

B5. Email:

This will be used to email the receipt notification for the application.

B6. Postal address:

This address will be used for all other written correspondence related to the application.

Address:

Suburb:

State:

(select)

Postcode:

SECTION C: APPLICANT FINANCIALS

All applicants **must** attach a Balance Sheet and Profit and Loss statement for 2009-10 signed by the Director, Chief Financial Officer or Auditor (see F8 and F9).

	2009-10	2008-09	2007-08
C1. Revenue (AUD)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
C2. Value of Assets (AUD)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
C3. Number of employees/ contractors (full time equivalent)	<input type="text"/>	<input type="text"/>	<input type="text"/>

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C4. I give the Department of Resources, Energy and Tourism permission to contact my accountant or auditor to verify my financial position?

Yes:

Please note that if you do not provide permission this may reduce the competitiveness of your application.

C5. Contact details for accountant or auditor:

Name

Organisation

Phone

Email

SECTION D: PROJECT DETAILS

D1. Project title:

Provide a succinct title (less than 10 words) that encapsulates the project activity/output for which funding is being sought. If the application is successful, this title may be used by the Australian Government in published material. Some project titles may be edited to ensure each project title is unique.

D2. Project location:

Street Address:

Location of primary project activities.

Suburb:

State:

(select)

Postcode

If in a rural area, please provide the distance from closest town/city and the town/city name:

Latitude and Longitude data:

For assistance, visit www.itouchmap.com/latlong.html

Latitude

Longitude

D3. Do the project activities occur in multiple locations (more than one city/town)?

Yes: — the applicant must provide details on additional locations at the Supplementary Information Item 5 (See Section I)

No:

D4. Project duration (for funded project component)

Funding is expected to be available from July 2011 and all projects must be completed by 31 March 2013.

Expected start date (dd/mm/yyyy)

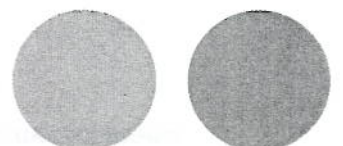
Expected completion date (dd/mm/yyyy)

Commercial-In-Confidence once completed by applicant**D5. Project summary:**

Describe in 100 words the scope of the project, including what the funding will be used for and what the project delivers to the tourism industry and the region. If the application is successful, this description may be used by the Australian Government in full or a shortened version in published material.

D6. Project description:

Outline the background and context of the project in 1,000 words or less (approx 2 pages). This should cover why the project is necessary, how the project came about and, if applicable, who will be involved in developing and delivering the project. Also, include how the project fits within the applicant's current business — for example, is it a new aspect to an existing tourism business, an enhancement of an existing tourism business or an expansion of an existing business into tourism, etc.



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D7. Funding from TQUAL Grants program you are applying for:

\$ (including GST)

Must be \geq \$15,000 (plus GST) and \leq \$100,000 (plus GST)

D8. Project funding summary

	Amount (GST inc)	Funding source(s)
Requested TQUAL Grants funding (same as D7):	\$	Australian Government TQUAL Grants program
Matching cash:	\$	
TOTAL	\$	
Additional cash contributions:	\$	
In-kind contributions:	\$	

At the time of submitting an application, the applicant must demonstrate that they can contribute matching cash to the project identified above (see F1). Matching cash:

- means money that matches, at least dollar for dollar, the amount of funding being sought.
- must be available to be spent on the project at the commencement of the project; and
- can be sourced from the applicant's own resources or through contributions from others.

For example, if the applicant applies for \$100,000 (plus GST) of TQUAL Grants funding, they will need to commit \$100,000 (plus GST) in matching cash to the project. Matching cash can be provided by project partners. It does not have to be provided by the lead applicant. The value of any in-kind support is not taken into account to assist in satisfying the matching cash requirement.

Matching cash **cannot** include:

- any money already spent on the project;
- any in-kind contributions;
- the value of land, existing buildings or other assets;
- contributions in superannuation accounts, unless they can be accessed at the time the application is submitted; or
- any other Australian Government funding.

D9. Will your project involve any public signage?

Where a project involves the development of tourism routes and/or erection of public signage, the applicant should consult with the relevant State contact(s) to ensure compliance with local regulations and specifications.

Yes: — the applicant must provide details of consultation with state authorities at the Supplementary Information Item 6 (See Section I)

No:

For details on who to contact, visit www.ret.gov.au/tqual.

D10. Will the project require any planning/ building/ environmental/ other approvals?

Yes: — the applicant must complete the Supplementary Information Item 7 (See Section I)

No:

D11. Have you obtained any Letters of Support for your application?

Yes: — the applicant must complete the Supplementary Information Item 8 (See Section I)

No:

SECTION E: ASSESSMENT CRITERIA

This section allows the applicant to state their case for funding against the assessment criteria in 1,000 words or less (approximately 2 pages per criteria). Please provide your answers in the boxes provided.

E1. Criterion 1: Innovative approach

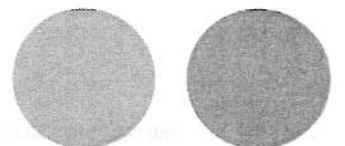
Demonstrate that the project takes an innovative approach to providing a quality tourism product or experience in the region OR to supporting the industry's capacity to be innovative and productive or to adopting world's best practice. (Maximum of 1,000 words.)

Applicants may consider including information on the following:

- a. Level of innovation / uniqueness / difference of the idea;*
- b. Demonstrated gap in market of the project;*
- c. How the project improves the quality of the visitor services/experiences available in Australia;*
- d. Evidence provided to support claims, e.g. short extracts or references to relevant research, statistics or studies.*

Applications for national tourism association projects may consider including information on the following:

- a. How the project will encourage tourism operators to be innovative;*
- b. Expected project outcomes including increases in tourism industry efficiency and visitor yield;*
- c. Evidence to support claims, e.g. short extracts or references to relevant research, statistics or studies.*

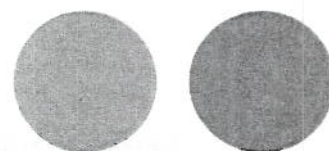


E2. Criterion 2: Contribution to strategic priorities

Contribution to strategic priorities as outlined in the National Long-Term Tourism Strategy, and state/territory or regional economic development/tourism plans (in particular for the project's demonstrated alignment with tourism quality principles and demonstrated commitment to environmental sustainability). (Maximum of 1,000 words.)

Applicants may consider including information on the following:

- a. The extent that the project aligns with the National Long-Term Tourism Strategy;*
- b. The extent that the project meets state/territory or regional economic development/tourism plans/policies;*
- c. The economic benefits of the project such as visitor numbers, length of stay, yield, employment and visitor spend;*
- d. Collaborating organisations and their role in the project including State Tourism Organisations (where relevant);*
- e. Plans for continuous quality improvement including a commitment to accreditation principles;*
- f. Plans for environmental sustainability of the project and project activities;*
- g. Evidence to support claims, e.g. Copies of or extracts of relevant policies and plans; letters of support from collaborating organisations; and copies of accreditation certificates if any.*

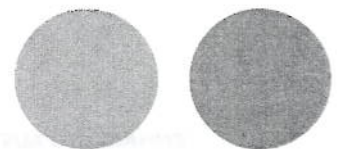


E3. Criterion 3: Demonstrated need for the project

Demonstrate that there is a need for the project and provide evidence of the long term financial viability of the project (in particular after the grant period). (Maximum of 1,000 words.)

Applicants may consider including information on the following:

- a. Plans, research, feasibility studies, other information that supports the need for the project;*
- b. Project target market and how it will fill a gap in the market;*
- c. Support from the community and others including Regional Development Australia;*
- d. An outline for the longevity of the project including plans for ongoing funding sources and management;*
- e. Evidence to support claims, e.g. extracts or references to relevant research, statistics or studies; letters of support; and letters or approvals (such as approvals documented in Board minutes) that confirm future management plan.*



E4. Criterion 4: Clear plan for sharing project outcomes

Provide a clear plan for sharing project outcomes and learnings with the tourism industry and broader regional and community stakeholders. (One of the aims of *TQUAL Grants* is to ensure that project learnings and outcomes are shared for the benefit of the tourism industry and communities considering similar activities). (Maximum of 1,000 words.)

Applicants may consider including information on the following:

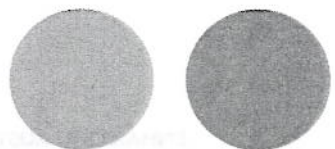
- a. Systems or processes that the applicant has in place to measure and record information throughout and after the project;*
- b. Relevant project or applicant relationships with industry organisations, business and communities;*
- c. The applicant's strategy for communicating project successes, new processes, and lessons learnt, e.g. what worked and what didn't;*
- d. Evidence to support claims, e.g. Membership certificates or MOUs where applicable.*

E5. Criterion 5: Capacity to deliver

Demonstrate that the applicant has the capacity to deliver the project and has sound project methodology including budget, timeline and community involvement/engagement. (Maximum of 1,000 words.) Complete the budget and milestone templates included for this criterion.

Applicants may include information on the following:

- a. Relevant skills and experience of the people working on project;*
- b. Previous projects of a similar nature that the applicant has undertaken;*
- c. Financial position of the organisation (can refer to attached financial statements — see Section C);*
- d. Available resources, including any infrastructure or systems that will assist in undertaking the project;*
- e. Any environmental, planning, building or other approvals that are required for the project, and the status of the consultation/applications for these approvals;*
- f. Project budget and timeline details (use budget and milestones templates provided) ;*
- g. Details on community engagement and participation;*
- h. Evidence provided to support claims, e.g. copies of approvals gained; and copies of quotes received for items detailed in the budget at E5.1.*



Commercial-In-Confidence once completed by applicant

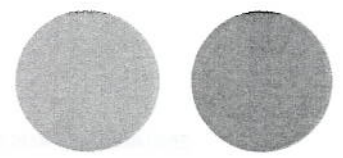
Other Contributions:

Please list additional cash and/or in-kind contributions (if any) to the project. These amounts are contributions to the project in addition to the TQUAL Grants funding and matching cash requirements. If there are no Other Contributions, check the box below.

There are no contributions other than the requested TQUAL Grants funding and the required matching cash towards the proposed project.

If this box is checked you do not need to complete the template below.

Source	Additional Cash/ In-kind Contributions	Contribution (inc GST)	Contribution used towards
	(select)	\$	
	(select)	\$	
	(select)	\$	
	(select)	\$	
	(select)	\$	
	(select)	\$	
TOTAL		\$	



E5.2 Criterion 5 Milestones template

Projects do not need to cover all quarters. All project works must be completed by the end of Quarter 7 at the latest (i.e. by 31 March 2013). Refer to the Frequently Asked Questions for an example of project milestones.

Milestones should cover all aspects of the project and reflect the project's critical path, for example (but not limited to):

- a. Key stages of project works (e.g. concrete poured, decking laid, internal fit out completed, etc.);*
- b. Approvals received/submitted*
- c. Contractors/consultants engaged/completed work*
- d. Research commence/completed*
- e. Community consultation plan developed/commenced/completed*
- f. Key meetings held*

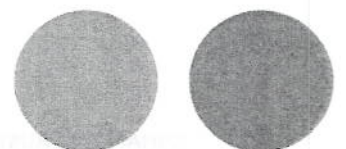
Milestones for TQUAL Grants — Tourism Quality Projects to be met per quarter:

Quarter 1: July 2011–September 2011

Quarter 2: October 2011–December 2011

Quarter 3: January 2012–March 2012

Quarter 4: April 2012–June 2012

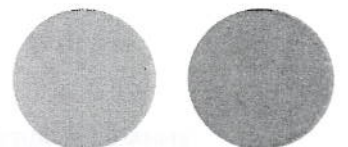


Commercial-In-Confidence once completed by applicant

Quarter 5: July 2012–September 2012

Quarter 6: October 2012–December 2012

Quarter 7: January 2013–March 2013



E6. Criterion 6: Value for money

Demonstrate that the project delivers value for money including a need for funding (i.e. the project will not proceed without the grant) and any additional investment committed to the project. (Maximum of 1,000 words.)

Applicants may consider including information on the following:

- a. The anticipated outcomes of the project and its impact on visitor numbers, employment levels and the local economy;*
- b. The necessity of government funding for the project to proceed;*
- c. Details of other contributions (cash or in-kind) apart from the matching cash that will be contributed to the project;*
- d. Reference to significant items in the budget outlined at E5.1 (including contract salaries and consultancies);*
- e. Evidence provided to support claims, e.g. formulas or documentation to support predicted outcomes; letters committing funds or in kind support to the project.*



SECTION F: SUPPORTING DOCUMENTATION

These attachments are required for a complete application.

Attachments must be an original document or certified copy. A certified copy is a copy of an original document that has been certified as a true and correct copy by a person who is authorised to witness a statutory declaration. For a full list of authorised persons visit www.ag.gov.au/www/agd/agd.nsf/Page/Statutorydeclaration_Statutorydeclarationsignatorylist

Note: Attachments C and I may include multiple items as detailed below.

F1. Evidence of Matching Cash (see D8)

Applicants must provide evidence of matching cash with this application. This must be accompanied by a letter from the applicant committing the matching cash to the funded project if successful.

Evidence that can be provided to demonstrate matching cash includes:

- *A letter of credit or commitment;*
- *The resolution of an organisation (such as council or association meeting) committing the funds to the project, for example, minutes of council meeting or council budgets;*
- *A current statement from a financial institution. The financial institution should be readily identifiable and the date of the statement and the current balance should be shown.*
- *If a financial institution is approving or supporting a loan, provide a letter from the financial institution outlining the amount and purpose of the loan; or*
- *A letter from the superannuation fund, if using superannuation contributions, stating that the contributions can be accessed immediately.*

Letters of credit, commitment or resolutions must set out the amount of matching cash and be:

- *An original, or a certified copy of the original;*
- *Signed and dated by a person who is authorised to provide the letter of credit, commitment or resolution; and*
- *On letterhead and/or have contact details.*

Attached:

Yes: — please label this document as "Attachment A"

F2. Certificate of Registration (See A6)

The following applicant types must provide this attachment:

- *Private sector corporation, incorporated association or trust corporation*
- *Non-profit corporation or incorporated association*
- *Corporate regional tourism or economic development organisation*
- *Corporate national peak or sectoral tourism association*
- *Consortium of corporate partners*

Attached:

Yes: — please label this document as "Attachment B"

N/A:

F3. Evidence of the Local government's body corporate status (See A6)

Only applicants that are a local government body corporate need to supply this.

Attached:

Yes: — please label this document(s) as "Attachment B"

N/A:

Commercial-In-Confidence once completed by applicant**F4. A copy of the association's constitution (See A6)**

Only applicants that are a corporate national peak or sectoral tourism association need to supply this.

Attached:

Yes: — please label this document as "Attachment C"N/A: **F5. A current membership list (See A6)**

Only applicants that are a corporate national peak or sectoral tourism association need to supply this.

Attached:

Yes: — please label this document as "Attachment C"N/A: **F6. A document(s) such as Board or management meeting minutes (if F4 and F5 are not adequate) that demonstrate/s sufficient representation of the industry through the level of the association's membership (See A6)**

Only applicants that are a corporate national peak or sectoral tourism association need to supply this.

Attached:

Yes: — please label this document(s) as "Attachment C"N/A: **F7. A copy of the agreement constituting the consortium (See A7)**

Only applicants that are part of a consortium of corporate partners need to supply this.

Attached:

Yes: — please label this document as "Attachment D"N/A: **F8. Balance Sheet for 2009–10 financial year signed by the company's director (or equivalent) or auditor (See Section C)**

Attached:

Yes: — please label this document(s) as "Attachment E"**F9. Profit and Loss statement for 2009–10 financial year signed by the company's director (or equivalent) or auditor (See Section C)**

Attached:

Yes: — please label this document(s) as "Attachment F"**F10. Approvals (See D10 and Supplementary Information Item 7 in Section I)**

Attach evidence of Planning/Building/Environmental/other approvals that have been granted as detailed at Supplementary Information Item 7.

Attached:

Yes: — please label this document(s) as "Attachment G"N/A: **F11. Letters of Support (See D11 and Supplementary Information Item 8 in Section I)**

Attached:

Yes: — please label this document(s) as "Attachment H"N/A:

Any additional attachments should be labelled as "Attachment I".

SECTION G: APPLICATION CHECKLIST

This checklist is to assist you in submitting a complete application.

Read *TQUAL Grants 2011–12 Program Guidelines*, draft Funding Agreement and Frequently Asked Questions

Yes:

Completed Self pre-application checklist

Yes:

Completed Application Form

Yes:

Signed declaration (See Section H)

Yes:

Attached supporting documentation as outlined in Section F of this form

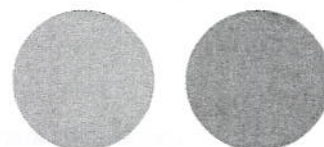
Yes:

Completed Supplementary Information Items as required (See Section I)

Yes: N/A:

Postmarked or delivered hardcopy application (including attachments) and a CD with an electronic application by 5pm (AEST) Friday, 15 April 2011.

Yes:



SECTION H: DECLARATION

This declaration should be signed by the person completing this form. This person must be an employee of the applicant or an agent of the applicant. The applicant is the business, company or incorporated entity wanting to receive funding. For consortiums, the applicant is defined as the 'lead applicant' that will enter into a contract with the Australian Government for the grant funds and manage the grant funding on behalf of all consortium partners. The definition of 'applicant' does not include the authorised employee, officer or agent who may be completing the application on the applicant's behalf.

Authorised person declaration:

I declare that I am authorised by the applicant to complete this form on behalf of the applicant and to sign and submit this declaration on behalf of the applicant.

I DECLARE THAT I HAVE READ AND UNDERSTOOD THE *TQUAL Grants — Tourism Quality Projects Program Guidelines for 2011–12*.

I understand that I may be requested to provide further clarification or documentation to verify the information supplied in this form and that the Australian Government may during the application process consult with other agencies about the applicant's claims and may also enlist external technical or financial advisers to advise on information provided in the application.

I understand and accept that if the application is approved for funding:

- (a) the project title, the name of the organisation, location, telephone contact numbers, web address, an agreed project summary, the total funding offered will be published on the public record in the Department's website;
- (b) a due diligence process may be undertaken involving background checks;
- (c) the applicant must enter into a funding agreement with the Australian Government before financial assistance is provided, the terms of which I understand and accept;
- (d) I will have limited time in which to negotiate and execute the funding agreement, and acknowledge that no legal obligations will arise between the parties until an agreement is formally executed; and
- (e) the Australian Government will act decisively on any instance of fraud or deliberate non-compliance with the funding agreement.

I declare that the information contained in this application together with any oral statement provided is, to the best of my knowledge, true, accurate and complete in all material particulars. I also understand that the provision of false or misleading information or the making of a false or misleading statement to the Australian Government in an application is a serious offence.

Signature:

Name:

Title:

Organisation:

Date: (dd/mm/yyyy)

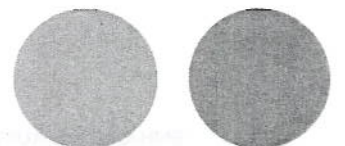
SECTION I: SUPPLEMENTARY INFORMATION

Item 1. Local government body corporate

Complete if the applicant is a Local government body corporate. (See A6)

Applicants must provide a statement to demonstrate the proposed project is additional to activity that the local government body corporate would normally undertake.

[Empty form area for supplementary information]



Commercial-In-Confidence once completed by applicant**Item 2. Consortium of businesses**

Complete if the applicant is part of a Consortium of businesses. (See A7)

Please provide details for all partners of the consortium **other than the 'applicant'** (lead business that the Funding Agreement will be made with).

Partner 2

Do not repeat the Applicant details here, state the details for the first partner after the lead business

Organisation name: (Registered business name)	<input type="text"/>		
Trading name:	<input type="text"/>		
ABN/ ACN	<input type="text"/>		
Registered office address:	Address:	<input type="text"/>	
	Suburb	<input type="text"/>	
	State	<input type="text" value="(select)"/>	Postcode: <input type="text"/>
	Role in the proposed project:		
			<input type="text"/>

Partner 3

Organisation name: (Registered business name)	<input type="text"/>		
Trading name:	<input type="text"/>		
ABN/ ACN	<input type="text"/>		
Registered office address:	Address:	<input type="text"/>	
	Suburb	<input type="text"/>	
	State	<input type="text" value="(select)"/>	Postcode: <input type="text"/>
	Role in the proposed project:		
			<input type="text"/>

Partner 4

Organisation name: (Registered business name)	<input type="text"/>		
Trading name:	<input type="text"/>		
ABN/ ACN	<input type="text"/>		
Registered office address:	Address:	<input type="text"/>	
	Suburb	<input type="text"/>	
	State	<input type="text" value="(select)"/>	Postcode: <input type="text"/>
	Role in the proposed project		
			<input type="text"/>

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Partner 5

Organisation name:
(Registered business name)

Trading name:

ABN/ ACN

Registered office address:

Address:

Suburb

State

Postcode:

Role in the proposed project

Partner 6

Organisation name:
(Registered business name)

Trading name:

ABN/ ACN

Registered office address:

Address:

Suburb

State

Postcode:

Role in the proposed project

Partner 7

Organisation name:
(Registered business name)

Trading name:

ABN/ ACN

Registered office address:

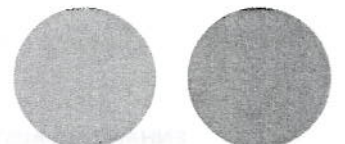
Address:

Suburb

State

Postcode:

Role in the proposed project



Commercial-In-Confidence once completed by applicant

Item 3. Other Australian Government funding for the PROJECT.

Complete if the project has received or is being considered for other Australian Government funding. (See A8.)

Specify the details for any Australian Government funding that has been awarded for this project and any Australian Government funding applications relating to this project that are currently being considered.

Application 1

Date submitted	<input type="text"/>	Applicant/ Grantee	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of application	(select) <input type="text"/>	Program	<input type="text"/>

Application 2

Date submitted	<input type="text"/>	Applicant/ Grantee	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of application	(select) <input type="text"/>	Program	<input type="text"/>

Application 3

Date submitted	<input type="text"/>	Applicant/ Grantee	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of application	(select) <input type="text"/>	Program	<input type="text"/>

Application 4

Date submitted	<input type="text"/>	Applicant/ Grantee	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of application	(select) <input type="text"/>	Program	<input type="text"/>

Application 5

Date submitted	<input type="text"/>	Applicant/ Grantee	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of application	(select) <input type="text"/>	Program	<input type="text"/>

Commercial-In-Confidence once completed by applicant**Item 4. Australian Government funding for the APPLICANT.**

Complete if the applicant has received Australian Government funding. (See A9.)

Specify the details of Australian Government funding that the applicant has received in the last 5 years.

Project 1

Funding year	<input type="text"/>	Program	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of project	(select) <input type="text"/>		<input type="text"/>

Project 2

Funding year	<input type="text"/>	Program	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of project	(select) <input type="text"/>		<input type="text"/>

Project 3

Funding year	<input type="text"/>	Program	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of project	(select) <input type="text"/>		<input type="text"/>

Project 4

Funding year	<input type="text"/>	Program	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of project	(select) <input type="text"/>		<input type="text"/>

Project 5

Funding year	<input type="text"/>	Program	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of project	(select) <input type="text"/>		<input type="text"/>

Project 6

Funding year	<input type="text"/>	Program	<input type="text"/>
Grant amount	\$ <input type="text"/>	Project name	<input type="text"/>
Status of project	(select) <input type="text"/>		<input type="text"/>

Commercial-In-Confidence once completed by applicant

Item 5. Multiple project locations

Complete if the project activities occur in more than one city/town. (See D3.)

For assistance with finding the latitude and longitude data visit www.itouchmap.com/latlong.html

List the additional cities/towns that project activities occur in.

Project site 2

City/town	<input type="text"/>
State	<input type="text" value="(select)"/>
Latitude	<input type="text" value="° ' ''"/>
Longitude	<input type="text" value="° ' ''"/>

Project site 3

City/town	<input type="text"/>
State	<input type="text" value="(select)"/>
Latitude	<input type="text" value="° ' ''"/>
Longitude	<input type="text" value="° ' ''"/>

Project site 4

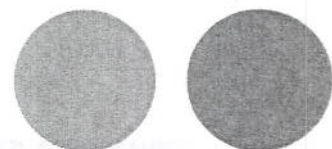
City/town	<input type="text"/>
State	<input type="text" value="(select)"/>
Latitude	<input type="text" value="° ' ''"/>
Longitude	<input type="text" value="° ' ''"/>

Project site 5

City/town	<input type="text"/>
State	<input type="text" value="(select)"/>
Latitude	<input type="text" value="° ' ''"/>
Longitude	<input type="text" value="° ' ''"/>

Project site 6

City/town	<input type="text"/>
State	<input type="text" value="(select)"/>
Latitude	<input type="text" value="° ' ''"/>
Longitude	<input type="text" value="° ' ''"/>



Commercial-In-Confidence once completed by applicant**Item 6. Public Signage Consultation**

Complete if the project involves the erection of public signage. (See D9.)

Where a project involves the development of tourism routes and/or erection of public signage, the applicant should consult with the relevant State contact(s) to ensure compliance with local regulations and specifications.

Signage agency contacts for each state or territory are available from www.ret.gov.au/tqual.

State all agencies the applicant has consulted with for relevant signage approvals below.

Date of consultation	Agency	Status of approval
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)

Commercial-In-Confidence once completed by applicant

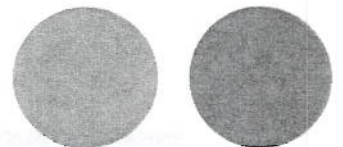
Item 7. Approvals

Complete if the project requires any planning/ building/ environmental/ other approvals. (See D10.)

Note: Evidence of approvals that have been granted also need to be attached to this application and labelled as "Attachment G". See F10.

Specify which approvals the project will require and status of this approval:

Approval type	Approval Agency	Status
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)
		(select)



Commercial-In-Confidence once completed by applicant

Item 8. Letters of support

Complete if the applicant has obtained any Letters of support. (See D11.)

Letters of support must address at least one of the TQUAL Grants — Tourism Quality Projects assessment criteria and be presented on the letterhead of the organisation or individual providing the support for your application.

List the organisations that have provided a letter of support for the application.

Date of letter	Organisation

