



# Melbourne Anglican Cultural Organisation

Established by the Anglican Diocese of Melbourne  
Administered by the Melbourne Anglican Foundation Ltd.  
The Anglican Centre, 209 Flinders Lane, Melbourne 3000  
Email: [foundation@melbourneanglican.org.au](mailto:foundation@melbourneanglican.org.au)  
Website: [www.melbourneanglican.org.au/melbourne-anglican-foundation](http://www.melbourneanglican.org.au/melbourne-anglican-foundation)  
Phone: (03) 9653 4286

ABN: 92 161 325 913

## **Melbourne Anglican Cultural Organisation Grant Application**

Dear Applicant,

Thank you for your interest in the Melbourne Anglican Cultural Organisation, a charitable entity under the administration of the Melbourne Anglican Foundation.

### **Instructions for new Applications**

It is important that prospective and new applicants carefully read and consider the objects of the Melbourne Anglican Cultural Organisation, which conform to Australian taxation law, and constitute the criteria against which applications will be assessed.

**The purposes for which the Cultural Organisation is established are -**

- (i) the promotion of literature, music, performing arts, visual arts, crafts, design, film, video, television, radio, community arts, Aboriginal arts and moveable cultural heritage;
- (ii) participation in cultural projects including developing church choirs and ecclesiastical music, conducting art exhibitions, plays and performances, providing art classes, creative writing and poetry classes, and the study of story-telling through stained glass and the study of iconography and symbols associated with churches in the Melbourne Anglican Diocese.

### **Criteria for new Applications**

1. The proposed program/activity/purpose must align in a tangible capacity with the stated purpose and mission of the Melbourne Anglican Cultural Organisation
2. The proposed program/activity/purpose must be fully compliant with the most recent Anglican Diocese of Melbourne Safe Ministry Practice standards
3. The proposed program/activity/purpose must include visible details and branding of the Melbourne Anglican Foundation on published donation materials including printed and digital media appeals
4. The proposed program or activity must be fully compliant with all pertaining Government and Legal requirements (OH&S, Working with Children Checks, RSA permits, etc.)
5. Any adults involved in the proposed program or activity must have a current clearance for service from Kooyoora in accordance with clause 2(b)(ii) of Schedule 1 of the Professional Standards Uniform Regulations 2017.



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In order for your application to be considered, please complete the attached application form and return to:

The Chair  
The Melbourne Anglican Foundation  
209 Flinders Lane  
Melbourne Vic 3000  
PH. 0426 238 886  
E. [pmcdonald@melbourneanglican.org.au](mailto:pmcdonald@melbourneanglican.org.au)

You may wish to also include any additional information which you consider may assist your application. Please ensure you address how your application will meet and further the objects of the Fund as stated above.

Applications are assessed by the Board of Directors on a quarterly basis.

If you have any queries or require any further information please contact Paul McDonald, Executive Assistant to the CEO, for advice. Paul is in the office and can be contacted on 0426 238 886 or by Email [pmcdonald@melbourneanglican.org.au](mailto:pmcdonald@melbourneanglican.org.au)

Sincerely,

A handwritten signature in blue ink, appearing to read 'Carolyn Clark', with a long horizontal flourish extending to the right.

Carolyn Clark OAM  
Chair, Melbourne Anglican Foundation



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## APPLICATION FORM : Melbourne Anglican Cultural Organisation

### CONTACT DETAILS

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Position held: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Name of the Proposed Program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Grant Amount**

The total amount you are applying for :     \$ \_\_\_\_\_

## GRANT PURPOSE DETAILS ; Melbourne Anglican Cultural Organisation

Grant Purpose: \_\_\_\_\_

Please briefly outline the purpose of the grant, noting any attachments or additional information included with your application.



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- Who will benefit from the grant?
  
  
  
  
  
  
  
  
  
  
- If applicable, what are the expected number of attendees and / or how many are likely to benefit from the program or activity? How will the intended attendees be reached and access the program?
  
  
  
  
  
  
  
  
  
  
- Will any members of staff be employed as part of this program or activity?  
If so how many full and part time? How many volunteers will contribute to the program or activity?

## BUDGET

- Please **detail the budget** for this grant, with particular details (where possible) on how the grant monies will be spent (expenditure report).
- Upon full usage of the grant monies or conclusion of the purpose please **create an acquittal report** that corresponds with the proposed budget

## APPOINTMENT OF REPRESENTATIVE : Melbourne Anglican Cultural Organisation

The application is required to nominate a representative, who will provide a report for each calendar year, comprising:

1. The stated objectives of the grant purpose, and achievements;
2. A financial report for the past year of operation or part thereof;



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3. Sign a declaration stating that the program or activity has been carried out in accordance with the objects and criteria of the Melbourne Anglican Cultural Organisation and is, thereby, compliant with the Australian Tax Office deductible gift recipient (DGR) requirements.

Program Name:

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Parish or Ministry Context:

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Minister/ Manager:

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Appointed Representative:

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Contact details for appointed Representative:

Phone:

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Email:

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## DECLARATIONS : Melbourne Anglican Cultural Organisation

Declarations in support of the application:



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## MINISTER / CEO / CHAIRPERSON

Name \_\_\_\_\_

Signed \_\_\_\_\_

Date: \_\_\_\_\_

## CHURCHWARDENS or DIRECTORS

Name/s \_\_\_\_\_

Signed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

I hereby consent to my appointment as the Representative for the purposes of the Melbourne Anglican Cultural Organisation and confirm my understanding of the roles and responsibilities

Name \_\_\_\_\_

Signed: \_\_\_\_\_

REPRESENTATIVE

Date: \_\_\_\_\_