



# national science week 2017

## WACC Small Grant Application Template

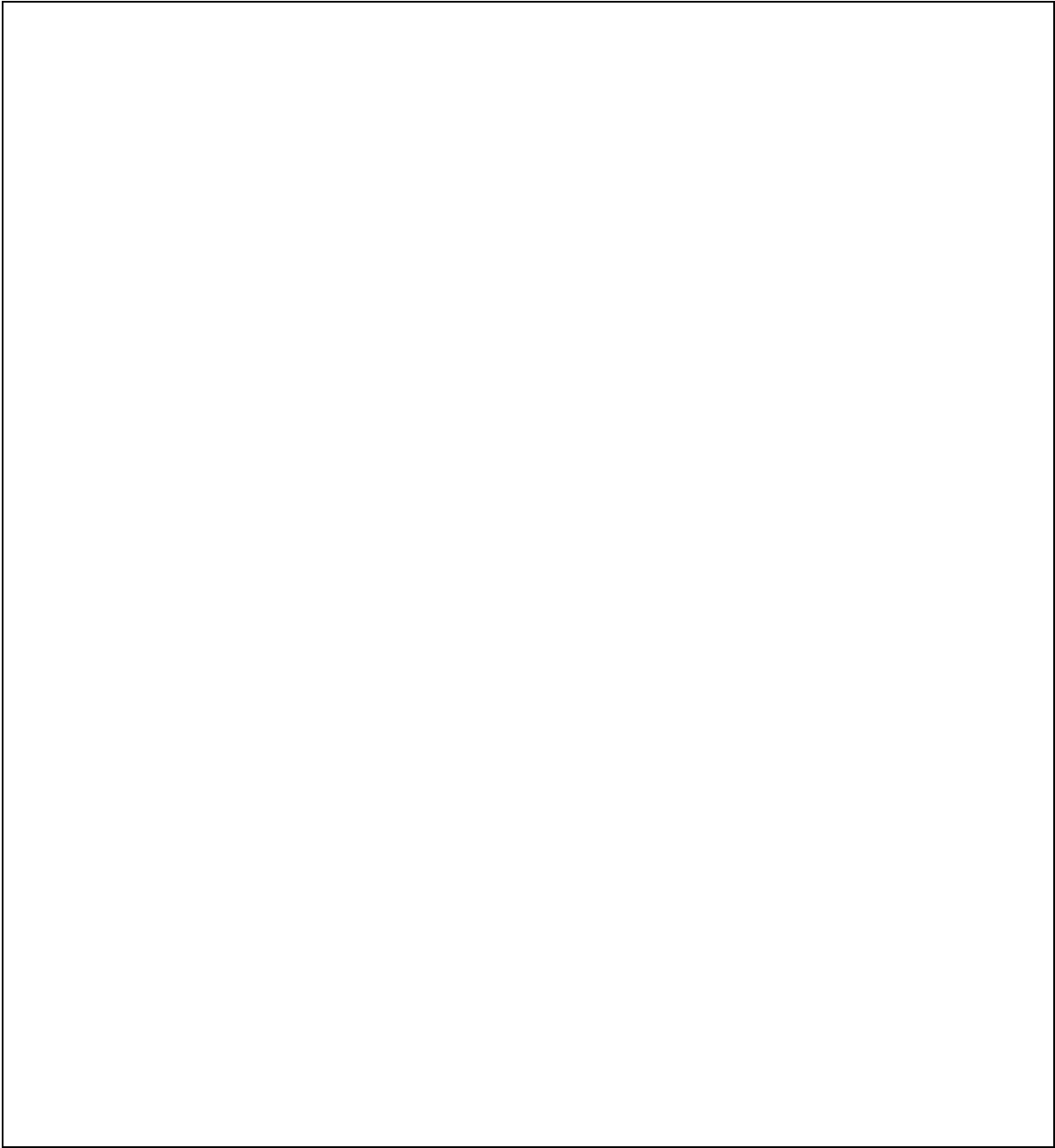
<b>Organisation name:</b>	
<b>Organisation Mailing Address:</b>	
<b>Applicant name:</b>	
<b>Applicant position:</b>	
<b>Email:</b>	
<b>Contact number:</b>	
<b>Activity details (note; activity encompasses events and/or projects)</b>	
<b>Name of activity:</b>	
<b>Proposed Date(s) for activity:</b>	
<b>Proposed location:</b>	
<b>Intended/target audience:</b>	
<b>Expected number of attendees:</b>	
<b>Please describe in detail your planned activity. Be sure to address how your application meets all mandatory criteria and any desirable criteria.</b>	
<b>Note: your answers will be used to weight your application.</b>	
<b>Successful grant applicants will be able to meet the following mandatory criteria:</b>	
<ul style="list-style-type: none"> <li>• It engages the general public with an innovative and science based activity</li> <li>• Is held in August 2017, ideally during National Science Week (August 12-20th; note activities may occur anytime during the month of August and still be promoted as a National Science Week event)</li> <li>• Is free for the general public to attend.</li> <li>• Your organisation and other partner organisations have not received small grants from WA Committee in 2016.</li> <li>• The grant covers the cost of consumables, promotional materials costs (and costs for invited speakers if required), but not event coordination or staff delivery costs.</li> <li>• You plan to evaluate your activity by collecting feedback from participants*</li> <li>• You will be able to complete a report upon the conclusion of your activity.*</li> </ul>	
<i>*Both feedback and reporting templates will be provided by Scitech.</i>	
<b>Desirable criteria include:</b>	
<ul style="list-style-type: none"> <li>• Involves two or more organisations working in partnership to coordinate the event.</li> <li>• Activity partners with, or, aims to engage underrepresented, or disadvantaged groups with science (e.g. minority groups, multicultural, indigenous, low socio-economic, disability, regional or remote groups)</li> <li>• Involves new or emerging programs that have not been part of National Science Week before.</li> <li>• Creates an opportunity for attendees to further explore science activities in their local area after the event or project.</li> <li>• Uses National Science week as a launching point for a broader program or event with lasting impacts or outcomes</li> </ul>	
<b>Activity Description:</b>	



  
An Australian Government Initiative

  
Inspiring  
AUSTRALIA

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Please ensure that your activity will address the mandatory criteria to be eligible for funding:

**Note: The responses to criteria will be used to rank your application**

**Mandatory criteria include (please tick boxes to indicate that your activity meets the mandatory criteria, as a 'Yes – we meet this criteria'. Any unchecked boxes will be indicative to a 'no' response and could impact your application)**

- I confirm that my activity engages the general public with an innovative and science based event or project
- I confirm that my activity will be held in August 2017, ideally during National Science Week (August 12-20th; note activities may occur anytime during month of August and still be promoted as a National Science Week event)
- I confirm that the activity is free for the general public to attend.
- I confirm that my organisation and other partner organisations have not received a small grant from the WACC for National Science Week in 2016.
- I confirm that this grant will help to cover the cost of consumables, promotional materials costs, speakers, catering or venue hire, but **not event coordination or staff delivery costs**
- I confirm that we plan to evaluate our activity by collecting feedback from participants.\*
- I understand that should I be a successful applicant I will be required to complete a report upon the conclusion of the activity\*

*\*Both participant feedback survey and reporting templates will be provided by Scitech to successful grant applicants.*

**How will this grant and the support of the WACC help your activity?**

## **Budget**

**Please provide your proposed budget of expenditure for your requested grant funding (e.g. marketing, consumables, etc.). Please also provide any in-kind costs (e.g. Staffing and/or volunteer contributions) you expect for the activity.**

**Note: We expect that you will be able to comply with the following for your activity to receive funding:**

1. Spend at least 15% of grant on advertising and promotion – this can be flyers, paid Facebook advertising, newspaper ads etc.



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2. If you are successful, that you will be able to submit a valid tax invoice to Scitech to receive funds no later than the 30 <sup>th</sup> May 2017.		
<b>Requested amount of grant funding in this proposal</b>	<b>\$</b>	
<b>Proposed expenditure of grant and in-kind costs (e.g. staffing):</b>	<b>Item</b>	<b>Budget</b>
	<b>TOTAL</b>	

**We hope you have found this template useful in developing your application.**

**To submit your application be sure to use the weblink below to submit your application online between April 1 – 21<sup>st</sup> 2017**

**Complete the online version of this application by 21<sup>st</sup> April 2017 using the following link: <http://www.surveymoz.com/s3/3444281/WACC-Small-Grant-Application>**