International Women's Day - Event Grant 2027
Form Preview

SECTION A: Information

Applicants - please note:

In recognition of International Women's Day 2027, community groups and not-for-profit organisations areinvited to apply for funding to deliver events and activities that celebrate, empower and inspire women and girls within our communities.Moira Shire Council would like to celebrate and support women and organisations in our community who are making effective strides towards gender equity. Together we can challenge gender stereotypes, call out discrimination, draw attention to bias and seek out positive action.

Eligible organisations can apply for a grant up to $1,500 to run the event/activity Celebrating International Women's Day. The following application form will need to be completed and submitted.

Once your committee has submitted the application form through SmartyGrants, an approval notification will be forwarded to each of the successful applicants and will be distributed accordingly.

Please note the event must:

- Meet current health and safety guidelines
- Be developed, facilitated and delivered by the applicant
- Coordinators must provide photos post event for Council Media content.
- All funds allocated by Council must be used in full for the event/program detailed in this appliction, and any unused grant funds must be returned to Council post event.
- Council IWD grant funds cannot be used as a donation to other Community organisations.
- Not involve Council in any potentially controversial issues or expose Council to adverse criticism

For assistance with your application, or if you have inadvertently submitted and need to add or edit information please contact Moira Shire Council, Community Services Team on (03) 5871 9222.

Guidelines

International Women's Day 2027 Guidelines

I confirm I have read the Guidelines and meet the minimum eligibility criteria.the
○ Yes

SECTION B - Contact Details

* indicates a required field

Organisation Details

Organisation Name *

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Organisation Name

Organisation Email *

Must be an email address.

Organisation Postal Address *
Address

Suburb State Postcode

Must be an Australian postcode.

Is your Community Organisation incorporated? *
○ Yes ○ No

Does your Community Organisation have an ABN? *
☐ Yes
☐ No

Community Organisation ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Auspice Details

If you are not incorporated, you will require a registered/incorporated group to act as the Auspice.

Name of Auspice Body
Organisation Name

Auspice ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Must be an ABN.

Auspice Contact Name *

Auspice Primary Phone Number *

Must be an Australian phone number.

Applicant Details

Name
First Name Last Name

Position

Phone Number

Must be an Australian phone number.

Email

Must be an email address.

SECTION C - Event Details

* indicates a required field

Project Information

Please provide a short summary of your event (may be used for media purposes): *

Word count:
Must be no more than 150 words.
Be descriptive, but succinct. Include a brief summary of who this project is for (i.e. beneficiaries), what you will do (i.e. the activities you will perform), and what effects you expect to result from your activities (i.e. outcomes).

How is your event related to the International Women's Day?

Event Date *

Must be a date.

Project/Event address (if applicable) *
Address

Suburb State Postcode

Type of venue (if applicable):

For example - School, hall, sporting field

Will you require an Administrator or Council Officer, subject to availability to speak at the event? *
- ○ Yes
- ○ No

Please upload a copy of your invitation for a Council Officer or Administrator to attend your event.
Attach a file:

Will this event be free? *
○ Yes
○ No

What will be the cost per person charged? (If Applicable)
$
Must be a dollar amount.

Will the profits go back into the community? (If Applicable)
○ Yes
○ No

Who will benefit from the profits?

Insurance

Is your Community Organisation insured to manage this project? *
☐ Yes
☐ No
No more than 1 choice may be selected.
You will need to ensure you have appropriate insurance coverage to be eligible for grant funding.

Please provide a copy of your current Certificate of Currency - Public Liability: *
Attach a file:
Public Liability cover of $20million is required.

Land Owner Consent

Have you received written consent from the land owner (if applicable)? *
☐ Yes
☐ No
No more than 1 choice may be selected.
You will need to gain consent from the land owner in order to be awarded funding for this project.

Application Forms

Please upload any relevant application forms, if on council land a park hire form will be required. For example - road closure or park hire application forms:

Attach a file:

Attach a file:

Attach a file:

Project Budget

Please include the following items under INCOME (if applicable):

- Grant amount requested
- Cash contribution from your group
- Cash contribution from other sources
- Non-cash contribution (In-kind) from your group
- Non-cash contribution (In-kind) from other sources

Please include the following items under EXPENSE (if applicable):

- All expenses relating to the project / event

Please ensure the total income matches total expenditure.

Total cost of project/event:

Must be a dollar amount.

Total amount requested: Up to $1,000.

Must be a dollar amount.

Budget

Income	**$**	**Expenditure**	**$**

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

Risk Management Plan

Please upload a copy of your safety management plan: (If you require an example template please contact Council)

Please use the below link to access the template.

Risk Assessment Template

Please upload a copy of your Risk Assessment Plan
Attach a file:

SECTION D - Application Checklist and Declaration

* indicates a required field

To ensure your application meets eligibility requirements please check that you have completed the following information and included all documents.

Please tick the box to indicate Yes
☐ SECTION A - Information
☐ SECTION B - Contact Details
☐ SECTION C - Event Details
☐ SECTION D - Checklist and Declaration

Declaration (to be completed by an authorised representative of your organisation).

I confirm that the information in this application and the attachments are to the best of my knowledge, true and correct and that the application has been submitted with the full knowledge and agreement of the Executive Committee of my Organisation/Group. I shall notify Moira Shire Council of any changes to this information or circumstances that may affect this application.

*
☐ Tick the box to indicate Yes

First Name *

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Last Name *

Position in Community Organisation *

Collection Statement:

Council is collecting personal information for your International Women's Day Event application. The information collected will be used for the purpose of the International Women's Day program and/or directly related purpose. Information may be disclosed in Council publications, website, social media and to local media outlets or if authorised to do so by law. If you do not provide the information required, we may not be able to process your application. You can find out more about how we use and protect your information by viewing our Privacy Statement on our website - www.moira.vic.gov.au. If you require access to the information you have provided, please contact Council.

For more information or assistance please contact Moira Shire Council Community Services Department on (03) 5871 9222.