

1. Fundraising Application Request Form

This form is a part of the Marketing, Communications and Fundraising Policy

Organisation/Individual Details:	
<i>Please provide details of the person who is requesting for the fundraise.</i>	
Organisation/Individual Name:	
Address:	
City, State, Postcode:	
Website:	
Contact Person:	
Title:	
Phone Number:	
Email Address:	
Fundraising Project Details:	
Project Title:	
Project Start Date:	
Project End Date:	
Total Fundraising Goal:	
Amount Requested:	
Brief Description of the Project: (Provide a concise summary of the project for which you are seeking funds. Include the purpose, objectives, and target beneficiaries.)	
Project Need and Impact:	
Need for the Request/Project: (Explain why this request or/and project is necessary and what specific needs it addresses.)	
Target Beneficiaries: (Describe who will benefit from the project and how many individuals or groups will be impacted. Please provide details for each individual)	
Are these target beneficiaries already apart of SEAPC or its related entities? E.g. are they a resident in the current children's home or a SEAPC facility? Please	

specify the name and location of the facility if applicable.	
Expected Outcomes: (Outline the anticipated outcomes and benefits of the request/project.)	
Project Budget:	
Total Project Cost:	
Amount Already Secured:	
Breakdown of Expenses: (Provide a detailed breakdown of the expenses associated with the project. Please attach a detailed budget.)	
Expense Amount Description	
Supporting Information:	
Previous Fundraising Efforts: (Detail any previous fundraising efforts for this or similar projects and their outcomes.)	
Project Management Plan: (Describe how the project will be managed, including key milestones and timelines.)	
Community Involvement: (Explain how the community or stakeholders are involved in or supportive of this project.)	
Evaluation Plan: (Outline how you will measure the success and impact of the project.)	
Have you attached invoices from 3 different suppliers for each of the budget described above? You must provide valid evidence to proof the budget. If no, please explain why.	
Declaration:	
I, the undersigned, certify that the information provided in this application is true and correct to the best of my knowledge. I understand that providing false or misleading information may result in the rejection of this application and potential disqualification from future funding opportunities.	
Name:	
Title:	

Signature:	
Date:	