

2026



# Major Community Grant

Providing Funding up to \$5000 to local not for profit organisations.



*...always happening!*

## About the Application Form & Process

Thank you for taking the first step in applying for our Major Community Grant. We have aimed to make the process simple, though providing as much information as possible allows the Community Grant Committee to get to know your organisation better.

All applications included required attachments must be received by Tuesday 30<sup>th</sup> June 2026. Applications can be completed online [www.wmlc.com.au/grants](http://www.wmlc.com.au/grants) or through the word document form. If using the word document form, please email all documents to [grants@wmlc.com.au](mailto:grants@wmlc.com.au).

All organisations will be notified of the outcome of their application within three (3) weeks after the closing date. An official cheque handover will be scheduled whereby all successful grants will be invited to attend. It is a requirement for organisations to attend presentation night.

For further information please contact:

**Somma Fuller, Communications & Marketing Manager**

Wynnum Manly Leagues Club Ltd

P | 07 3906 7800      E | [Marketing@wmlc.com.au](mailto:Marketing@wmlc.com.au)

## Our Club Mission

Wynnum Manly Leagues Club Ltd is committed to supporting community-focused organisations that make a meaningful difference in the Wynnum Manly area. Thanks to the continued success of our operations, we are able to reinvest in our community.

## Purpose

The Wynnum Manly Leagues Club Community Grants Program was created to strengthen and empower the local community that we are proudly apart of.

Through this program, we provide direct financial support to charitable and not-for-profit organisations working to improve the wellbeing of our community. Our focus is on supporting organisations, particularly those with limited resources, that deliver essential services and create positive, lasting impact in our community.

We welcome applications from eligible charities & not-for-profit organisations operating within the Wynnum Manly region, especially those contributing to:

- Childhood and youth development
- Support for people with disabilities and elderly care
- Environmental sustainability and care
- Community and social welfare

Together, we aim to make Wynnum Manly an even better place to live, work, and play.

## Eligibility

To be considered for funding through the Wynnum Manly Leagues Club Community Grants Program, applicants must meet at least one of the following criteria and be located within a 5km of Wynnum Manly Leagues Club:

- Be a Wynnum Manly community-based, not-for-profit incorporated organisation or;
- Be a community-based sporting group or organisation that is not-for-profit and incorporated registered charitable organisation
- Be a educational institution, including Parents & Citizens Associations (P&Cs)/ Parents & Friends Associations (P&Fs)

## Ineligibility

Businesses

Political or sectarian organisations

Trade Unions

Professional associations (e.g. Law Society)

Organisations registered as companies incorporated for profit-making purposes.

Non-deductible gift recipients

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## Ineligible projects include:

- General fundraising appeals
- Trips including domestic & international travel
- Projects which are more suited to corporate sponsorship or government funding

## Assessment

Applicants are required to submit a completed Community Grants Application Form along with a Project Detail Submission. These documents help determine eligibility and assess the impact of the proposed project.

Your Project Detail Submission should clearly outline your proposal, including:

- The purpose of the project
- The specific amount of funding requested
- How the funding will be used
- The anticipated community benefit and impact
- Estimated time to deliver project

All applications will be reviewed by the Wynnum Manly Leagues Club Grants Committee, who will consider all relevant factors, including the applicant's financial position—to determine priority of need and potential community impact.

## Amount and Duration of Funding

Individual Grants can range from \$100 to \$5,000 (ex GST) per application where it can be proven meaningful impact will result from the community grant. Please note only one application is to be submitted by the organisation.

## General Guidelines to receive a Grant

To lodge your completed application, please ensure that the following is included:

- Confirm your organisation meets the eligibility criteria
- Demonstrate a significant and clearly defined need within the local community for the project
- Show that your proposal is supported by sound planning and evidence, with a strong likelihood of achieving the intended outcomes
- Submit all required documents - **incomplete applications will not be assessed**
- Only one grant per organisation will be accepted
- Current financial statements that reflect the organisations financial position.

## Assessment Criteria

Each application will be evaluated on its individual merit and in comparison, to other submissions received.

Priority may be given to:

- Organisations that have not previously received a Wynnum Manly Leagues Club Community Grant &/or
- Proposals demonstrating strong community benefit and clear alignment with the purpose of the program

Please note:

Previous grant recipients **who have not yet acquitted their funding remain ineligible** for future grants, provided all other criteria are met.

## Successful Applications

- Successful applicants will be notified within twenty-one (21) days of the application closing date
- Successful applicants will be published in external publications, media and listed on the Wynnum Manly Leagues Club website, for public information

## Other Conditions

- Wynnum Manly Leagues Club may visit the site of any organisation to which it intends to provide a grant, at times and conditions agreed between the parties.
- Details of all grants provided by Wynnum Manly Leagues Club will be made public.
- The images of the project may be used in marketing material later by Wynnum Manly Leagues Club
- Grant recipients will be required to attend a presentation ceremony at Wynnum Manly Leagues Club
- No more than 10% of the grant awarded may be spent on administration costs.
- The decision of the Wynnum Manly Leagues Club Ltd regarding successful applicants will be final. A successful application in any given year does not imply a continuity of grants in any subsequent years.
- Grant recipients undertake to ensure a feedback and evaluation report is provided to Wynnum Manly Leagues Club within 4 months of receiving the grant.
- If your application is successful and a grant is awarded for the purchase of sporting apparel, the Wynnum Manly Leagues Club logo is to be displayed exclusively on these items and you agree to allow your details to be displayed on the website, which will list all grant recipients.

## Preparing the Project Detail Submission

**Provide the following details about your project including:**

- The purpose of this funding.
- What benefit will be gained from the funding; including who will benefit, the number of people who will benefit and how the local community will benefit from the project.
- Provide information that outlines and supports your organisation's achievements to date.
- Provide details of any other financial support your organisation receives.
- Answer each question fully.

## Application

Applications can be submitted online or by completing the word document Grant Application Form, available on our website or for collection at Wynnum Manly Leagues Club reception.

Please note: Incomplete applications cannot be assessed.

If your project is subject to specific time constraints, please ensure these are clearly noted on the application form.

Please submit the fully completed Grant Application Form, Project Detail Submission and any required supporting documents, using one of the following methods:

- Online submission
- In person at Wynnum Manly Leagues Club reception
- Email to: [grants@wmlc.com.au](mailto:grants@wmlc.com.au)

# GRANT APPLICATION FORM

**APPLICATION DEADLINE – Tuesday 30<sup>th</sup> June 2026**

## **ORGANISATION DETAILS (applicant)**

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Name of Organisation \_\_\_\_\_

Postal Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone ( ) \_\_\_\_\_

Email Address \_\_\_\_\_

ABN \_\_\_\_\_

GST Registered (please circle) Yes No Income Tax Exempt (please circle) Yes No

## **CONTACT PERSON (for enquiries during business hours regarding this application)**

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Full Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone Business Hours (\_\_\_\_) \_\_\_\_\_

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

## **ACCOUNTS OFFICER/FINANCE OFFICER**

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Name \_\_\_\_\_

Position in organisation \_\_\_\_\_

Postal Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone Business Hours (\_\_\_\_) \_\_\_\_\_

Email Address\_ \_\_\_\_\_



## Benefits to Wynnum Manly Leagues Club

Please mark below (X) how Wynnum Manly Leagues Club might benefit from approving your application

- Sponsorship signage displayed at your venue or project, or on apparel.
- Your organisation's functions to be held at Wynnum Manly Leagues Club
- Highlighting Wynnum Manly Leagues Club in your communications on:
- Website
  - Newsletters
  - Social Media
- Other

*I certify that the information provided in this application is, to the best of my knowledge, true and complete and that it accurately reflects the financial position of the applicant organisation. I authorise the release of the information contained herein to the appropriate Selection Committee being the Grants sub committee of the Board of Directors and I authorise the Grants Sub Committee to make further enquiries where necessary. In addition, I agree to include details of this project to be utilised in external marketing or publications e.g. media releases and website.*

Date \_\_\_\_\_ Applicant's signature \_\_\_\_\_

## FINANCIAL AND LEGAL DOCUMENTS

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Please attach one (1) copy of the documents in this order:

- Grant Application Form – master copy to have original signatures.
- Project Detail Submission - maximum two (2) A4 pages of your proposal as a separate attachment
- Certificate of Incorporation
- List of Current Management Committee, Board or similar
- ABN
- Latest Audited Financial Statement for the organisation
- Quotations for project costs
- Copy of plans/drawings (if applicable)
- Verification of charitable status (if applicable)

Other comments: \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

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

Maximum two (2) A4 pages of your proposal as a separate attachment

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