



# Community Capacity Building Grant Application Checklist

**Use this checklist to help ensure that your application to the Community Capacity Building Grant has all the required documentation! You may find that you are unable to submit the application form if these items are missing.**

- Organisation's latest financial statements or other proof of sound financial management
- Proof of current insurance coverage or plan to secure appropriate insurance coverage if funded
- Letter from the Auspice Organisation if the application is submitted by the organisation being auspiced (i.e. If the application is submitted by the Auspice Organisation, a letter is not needed)
- Project start and end dates fall between 1 July 2018 and 30 June 2019
- Quotes for equipment purchases over \$300