**Project Funding Application Form - Preliminary**

*Refer to MLA’s PROJECT APPLICATION GUIDELINES document for further guidance.*

**Project (Work) Details** (refer to section 2.1 of the guidelines)

|  |  |
| --- | --- |
| **Work No.** | Click or tap here to enter text. |
| **Work Title** | Click or tap here to enter text. |
| **Start date** | Click or tap to enter a date. | **Completion date** | Click or tap to enter a date. |

**Applicant Organisation Details** *(refer to section 2.2 of the guidelines)*

|  |  |
| --- | --- |
| **Name** | **[Name of Participant]** |
| **ABN** | [ABN] |
| **Street Address** | Click or tap here to enter text. |
| **Postal Address** | Click or tap here to enter text. |
| **Work Leader:** |
| **Name** | Click or tap here to enter text. |
| **Phone** | Click or tap here to enter text. |
| **Email** | Click or tap here to enter text. |
| **Authorised Person (Signatory)\*:** |
| **Name** | Click or tap here to enter text. |
| **Mobile Phone** | Click or tap here to enter text. |
| **Email** | Click or tap here to enter text. |

**Project Summary** *(refer to section 2.6 of the guidelines)*

|  |
| --- |
| Click or tap here to enter text. |

**Project Category** *(refer to section 2.7 of the guidelines)*

|  |
| --- |
| Choose an item. |

**Purpose and Description** *(refer to section 2.8 of the guidelines)*

|  |
| --- |
| Click or tap here to enter text. |

**Objectives** *(refer to section 2.9 of the guidelines)*

|  |
| --- |
| Click or tap here to enter text. |

**Additional Details** *(refer to section 2.10 of the guidelines)*

|  |
| --- |
| Click or tap here to enter text. |

**Milestones** *(refer to section 2.11 of the guidelines)*

| **Milestone Achievement Criteria** | **Provider** | **Start Date** | **Due Date** | **Go / No Go decision point?** |
| --- | --- | --- | --- | --- |
| 1 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 2 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 3 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 4 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 5 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 6 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 7 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |
| 8 | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap to enter a date. | Click or tap to enter a date. | [ ]  |

**Source of Funds** *(refer to section 2.12 of the guidelines)*

|  |  |  |
| --- | --- | --- |
| **Source** | **Contribution** | **Access Fees** |
| Participant  | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| AMPC | Click or tap here to enter text. | Click or tap here to enter text. |
| MLA | Click or tap here to enter text. | Click or tap here to enter text. |
| MDC | Click or tap here to enter text. | Click or tap here to enter text. |
| **Total (GST Exclusive)** | **AUD 0.00** | **AUD 0.00**  |

**Budget** *(refer to section 2.13 of the guidelines)*

|  |  |  |
| --- | --- | --- |
| **Total Budget** | Professional fees | 0.00 |
|  | Operating expenses | 0.00 |
|  | Assets | 0.00 |
|  |  |  |
| **Total Funds (ex GST)** |  | **AUD 0.00** |

**Cash flow** *(refer to section 2.14 of the guidelines)*

| **Payment Date** | **Milestone** | **Fees** | **Expenses** | **Assets** | **Total** |
| --- | --- | --- | --- | --- | --- |
| Click or tap to enter a date. | 1  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 2 | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 3  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 4  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 5  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 6  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 7  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 8  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 9  | 0.00 | 0.00 | 0.00 | 0.00 |
| Click or tap to enter a date. | 10  | 0.00 | 0.00 | 0.00 | 0.00 |
| **TOTAL (ex GST)** |  | **AUD 0.00** |

Warranty *(refer to section 2.21 of the guidelines)*

Authorised Person (Signatory)

In submitting this form, I warrant:

1. I have the authorisation to make this warranty on behalf of the Applicant Organisation.
2. that the information in this application is accurate, and the project will be performed in accordance with all statutory, professional and ethical standards and practices.
3. in relation to any personal information provided to MLA in this application, I have:

(i) read section 1.3 of the MLA project funding application guidelines, and before providing any personal information to MLA, notified all individuals to whom the personal information relates that it will be disclosing their personal information to MLA for the purposes of this application/ the project and obtained any required consent to such disclosure; and

(ii) provided those individuals with information about where they may find [MLA's Privacy policy](https://www.mla.com.au/general/privacy/).

1. conflicts of interest:

[ ]  There are **no** actual, potential or perceived conflicts of interest in connection with this application

[ ]  There **are** actual, potential or perceived conflicts of interest in connection with this application to declare.
Note to Applicants: MLA may request further information and record it in a conflict of interest register.

1. Any monetary Contribution provided by the Applicant is funded either directly from the Applicant or from another eligible funding source as set out in section 2.12 of the project application guidelines. The Applicant has not applied for an MDC Contribution for any portion of co-funding which has been sourced from the Commonwealth Government.

[ ]  Yes (check this box if the statement above is true)

[ ]  No

1. MDC FUNDED APPLICATION ONLY – SELECT ONE OPTION.

[ ]  Applicant Organisation is an MLA levy payer eligible for the reduced 8% access fee.

[ ]  Application Organisation is not an MLA levy payer but is eligible for the reduced 8% access fee.

[ ]  Application Organisation is not an MLA levy payer and will pay the 12% MDC access fee.

Name Title

Signature Date

**APPENDIX 1 – Detailed Project Budget Worksheet** *(refer to section 2.15 of the guidelines)*

| **No** | **Type** | **Description** | **Comment** | **Currency** | **Amount (ex GST)** | **Provider** |
| --- | --- | --- | --- | --- | --- | --- |
| 1 | Milestone | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.1 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.2 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 1.3 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 2 | Milestone | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 2.1 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 3 | Milestone | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 3.1 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 4 | Milestone | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 4.1 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 5 | Milestone | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |
| 5.1 | Choose an item. | Click or tap here to enter text. | Click or tap here to enter text. | AUD | Click or tap here to enter text. | Click or tap here to enter text. |