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PURPOSE

This plan aims to help clubs identify and quantify their next facility project. Information added to this document is to be provided to Football Queensland and can be submitted with grant applications to assist in funding approvals.

ACKNOWLEDGEMENT

Football Queensland would like to acknowledge Football Victoria's work in creating this template.

VERSION: 2020v1

1. INTRODUCTION

PROJECT TITLE:

Enter details here:

PROJECT DESCRIPTION:

Enter details below

2. OBJECTIVES OF THE PROJECT

The project demonstrates it meets a number of the following key objectives.

- Addresses a significant need within the community
 - Directly results in an increase in participation
 - Encourages and accommodates multi-purpose usage
 - Promotes inclusive leisure opportunities and considers universal access
 - Incorporates environmentally sustainable initiatives
 - Is supported by the club(s) respective governing body/association
-

Project Innovation

Highlight how the project encourages innovative approaches to address items including risk management, inclusive design, multi-purpose use and environmental sustainability.

Project Support

Please provide details of how the project is strategically supported by other local or regional plans and/or State Sporting Associations/Peak Bodies planning. Please ensure any relevant letters of support are attached.

3. PROJECT PRIORITY & EVALUATION

3.1 PROJECT PRIORITY – WHY IS IT NEEDED?

Attach supporting documents

3.2 EVALUATION CRITERIA

In the evaluation of a project, consider how the proposed project meets the following principles:

- Leisure and sport priorities;
- Different motivations and needs;
- Addressing barriers to being active;
- Partnerships;
- Planning facilities

Attach supporting documents

4. OTHER CONSIDERATIONS

- Where applicable, sufficient evidence of proposed Club financing for the project must be provided (ie: Bank Account Statement, Bank Guarantee etc.).
- Does the proposed project fit within the local Council’s 5-year Capital Works Program?

Attach supporting documents

5. PROPOSED PROJECT TIMELINE

An indicative timeframe for the development of the project:

Stage Description	Projected Milestone	Project Date

6. FURTHER INFORMATION

Project Development Supporting documents:

- Design drawings
- Photos
- Quotations
- Letters of support
- Other (please specify)

7. RELATED DOCUMENTS

Attach any relevant related documents with your submission.

8. CLUB & FACILITY DEVELOPMENT DETAILS

SECTION 1: CLUB DETAILS

Organisation/Club

Name			
Postal Address			
Suburb/Town		Postcode	

Principal Contact

Name			
Position at Club			
Telephone (BH)		(AH)	
Mobile			
Email Address			

Club Information

Is your organisation incorporated?	Yes	No	Incorporation Number	
ABN Number				
Is your organisation registered for GST?	Yes	No		

Club Participation Details

Number of teams	
# Male	
# Female	
# Junior	
# Mini-Roos	

Highest Level of Competition:

Participation numbers and growth over the past 5 years:

Reserve/Facility Details

Name of Reserve			
Address			
Suburb/Town		Postcode	

Co-Tenants Details *(leave blank if sole tenant)*

Club Name	Contact Name	Telephone	Email Address

Other Important Details about the facility:

9. PROJECT DETAILS

Ownership

What is your organisation's tenure over the land?

Seasonal Tenancy Agreement

Lease/Licence

Other (please specify)

Project Type

Pavilion upgrade/development e.g. female friendly facilities

Floodlighting upgrade/installation

Upgrading sports fields/playing surfaces

Upgrading practice/training facilities

Other (please specify)

Site Location of Project

Provide below pictorial supporting information, highlighting where on the respective site the project is set to be located. Alternatively, please attach a site map indicating the exact location of the project on site.

Council Standards

Does the Project meet the local Council's Sporting Reserve & Facility Standards?

Yes

No

If no, why?

10. FUNDING DETAILS

Project Budget

Please indicate the total cost of this project and the anticipated sources of funding.

Total Cost

\$	
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How was this cost determined?

Quote (Please attach a copy of quotation)

Other (please specify)

Funding sources

Please indicate the total cost of this project and the anticipated sources of funding.

Club Contribution	\$	
Council Funding Request	\$	
State Government	\$	
Federal Government	\$	
Other (e.g. sponsorship etc)	\$	

Please specify

Amount requested from council	\$	
Total Funding	\$	

11. FURTHER INFORMATION



FOOTBALL
QUEENSLAND