

seef Grant Application Form

Please ensure you have read the seef Guidelines, Advice on writing a seef application, seef checklist, and seef FAQ before submitting an application.

Which category is your application for?

- Individual
- Group
- ANU community Organisation
- Conference attendance
- Conference organisation

Personal Information

Name of group or individual applying for funding:

Name of organisers:

ANU email address for the group or individual applying for funding (seef corresponds with ANU emails only):

Name of applicant #1

Course of study applicant #1

Uni ID of applicant #1

Mobile phone number of applicant #1

Name of applicant #2

Course of study applicant #2

Uni ID of applicant #2

Mobile phone number of applicant #2

seef Grants Checklist

Do you receive Clubs Council (CC) funding for this project? Applicants can only receive CC or seef funding for the same project, event, or activity – not both.

No

Has this project, event, or activity been funded by seef before?

Yes

seef Grant Number	
seef Grant Amount	

No

Do you or your group/group members have any outstanding seef acquittals?

Yes

seef Grant Number	
seef Grant Amount	
seef Grant Status	

No

Project Proposal

Project Title

What will the seef grant be used for? Please describe your project, event, or activity in approximately 7 words or less. For example: "Participation in the 2018 ABC Conference" or "Indian Student Society Night Market"

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Project Areas

- Community
- Culture
- Environment
- Humanitarian
- Indigenous
- Intellectual
- Pastoral
- Social
- Sporting
- Others:

Start Date of Project:
DD/MM/YY

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End Date of Project:
DD/MM/YY

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Project Description (maximum 400 words)

Please provide a detailed description of your proposed project, event, or activity, including the following details:

- What is the project, event, or activity about?
- Who will be involved in the project, event, or activity?
- How will the project, event, or activity be implemented?
- What is your project, event, or activity timeframe?
- Who will be benefitting from the project, event, or activity?
- How will you promote your project, event, or activity?
- Is there any post-project project, event, or activity?

Please note:

1. Funding bids connected to an existing ANU Department must include contact details for the relevant ANU staff member.
2. Funding will be automatically rejected if the project, event, or activity contributes to course content requirement.
3. Application will be assessed according to the selection criteria outlined on the [seef guideline](#) 6.2
4. Please upload relevant documents for your proposed project, event, or activity. This may include a proposed project, event, or activity plan, supporting letters from relevant organisations or stakeholders, risk management, etc.

Project Outcomes

In order for your application to be accepted you will need to demonstrate that your project will benefit the wider ANU community.

Please provide a detailed explanation of how your project will benefit the ANU Community including, for instance, benefits to individuals involved, benefits to stakeholders or collaborating groups, and benefits to ANU culture. Make sure it is specific, measurable, and realistic.

Requested amount of seef funding

Applicants should include:

1. Detailed anticipated expenditure
2. Other sources of income besides SEEF funding (if any)

The financial plan template can be accessed [here](#). Attach your financial plan along with this application form. Failure to attach the financial plan may result in your application being rejected.

Legal Confirmation

By ticking this box, I hereby declare that I have read and accept all the terms and conditions set out in the [seef Grant Guidelines](#). The information and records submitted in this application are true and correct to the best of my knowledge and belief.

Full terms and conditions can be found in the [SEEF Grant Guidelines](#).

I agree

Name First Name – Last Name:	
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SEEF Number	<i>do not fill this</i>
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Financial Plan

Your financial plan should include a detailed breakdown of the expenditure of your project. It should also include all known and potential income including existing budget allocation, fundraising initiatives, ticketing, funding application, and personal contributions. Only applications which show evidence of dilligent planning and preparation will be considered.

Expenditures/Costs

Items	Amount	Notes (i.e. cost source)
Filmmaking course fee	\$1,200.00	Course fee for three mentors
Fee four professional trainer	\$800.00	Trainer for filmmaking workshop
Catering for workshop	\$1,200.00	Foods and drinks for two days worshop (estimation for 20 people)
Catering for movie screening	\$600.00	Food and drinks for movie screening (estimation for 60 people)
Equipment & decoraton for movie screening	\$500.00	
Prize for best movie	\$500.00	Prize: application for video editing
Total estimated cost	\$4,800.00	

** You can add more row if necessary. Make sure that the total cost sums up all the expenditures*

Income (do not include SEEF funding request)

Source of Funding	Amount	Notes (i.e.funding granted/waiting for approval)
Workshop fee	\$400.00	Participation fee for film workshop (estimation: 20 persons)
School of Art	\$1,000.00	Grant from SoA
Total estimated income	\$1,400.00	

** You can add more row if necessary. Make sure that the total income sums up all the funding*

Financial plan summary (this is an automatic calculation - no need to fill out)

Financial Plan summary	
Total estimated cost	\$4,800.00
Total estimated income	\$1,400.00
Total fund requested from SEEF	\$3,400.00