

# Society of St. Vincent de Paul

<India>

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## SMALL PROJECT APPLICATION FORM

To be completed for Project Applications to Australia < AUD 5,000

To be forwarded to Australia through National Council of Beneficiary Country

### Application information

The Society undertakes activities that alleviate suffering or deprivation and promote human dignity and personal integrity in all their dimensions. The Society serves those in need regardless of creed, ethnic or social background, health, gender, or political opinions, and targets those in need and the forgotten, the victims of exclusion or adversity.

Applications for funding can be made for projects that will make a difference to people experiencing hardship and social disadvantage. Funds are intended to support Conferences and Councils to initiate or enhance activities within their communities.

### Project criteria

Please indicate that the following have been considered/met:

- The project targets a need identified in the community.
- The project targets social disadvantage and activities are in line with the Rule.
- The project will have a lasting positive impact on the community, and not create dependency.

While the project itself does not need to be self-sustaining, the benefits that result from the project should be lasting and able to be sustained after the project has ended.

Examples are projects that build skills, knowledge, understanding or capacity (like training courses, education, study tours, network building), or provide materials or resources that build capacity to make a better life (like providing bicycles for a health clinic, fixing the floor of a school or clinic, roadwork to facilitate trade, materials that support employment, setting up a loan program to start a business or establish a social enterprise or provide animals to families).

- Applications should demonstrate analysis of possible unintended consequences of the project, and how these will be managed.
- Applications need to demonstrate that Conferences have sufficient capacity to implement the project, and are committed to the activity (through providing financial or in-kind support).

### What can't be funded:

Projects that are **purely welfare projects**, which just provide the basic needs of individuals and require ongoing support from the donating Conference, including building houses for individual families.

## 1 APPLICANT DETAILS

Conference Name:

Conference SRN:

Contact Person:

Postal Address:

Email Address:

Phone:

This project is for an untwinned conference: YES/NO (delete as applicable)

Name of twinned conference in Australia:

SRN of twinned conference in Australia:

## 2 SIGN-OFF (India)

National President/Project Officer:

Signature:

Date:

I shall inform the donor as soon as I receive funds and also give the estimated project completion date. I shall submit a Project Progress Report six months after receiving funding if the project has not completed by then. I shall provide a Project Completion report after the project has been completed.

Conference President:

Signature:

Date:

Project Coordinator:

Signature:

Date:

Amount requested from donor (please indicate currency):

Proposed Start Date:

Proposed Completion Date:

Date Application submitted:

Beneficiary Country Application Number:

Project Management (who will manage and report on the project):

Name:

Email:

### 3 ESSENTIAL INFORMATION

**Project Name (“Cow Project”, “Agricultural Tools”, “Fishing Projects”):**

**Project Outline and Community Information (please include any supporting attachments):**

**Objectives or Aim of the project:**

- To provide....
- Training of....
- To prepare...

**Project Beneficiaries (who will benefit from this project – please be as specific as possible regarding age and gender of individual beneficiaries):**

**Project Management and Endorsements (who will manage and report on this project):**

**A. <Item's Requested/Need>**

Item	Notes or Quantity	Cost (local or AUD)
1		
2		
3		
4		
5		

**B. <Item's Requested/Need>**

Item	Notes or Quantity	Cost (local or AUD)
1		
2		
3		
4		
5		

**C. <Item's Requested/Need>**

Item	Notes or Quantity	Cost (local or AUD)
1		
2		
3		
4		
5		

The total cost of Project: \$ \_\_\_\_\_  
(please note local currency or AUD)

Amount from Local Conference or other source: \$ \_\_\_\_\_  
(please note local currency or AUD)

Amount requested from Australia: \$ \_\_\_\_\_  
(please note local currency or AUD)

#### 4 SUPPLIER LIST

If you are buying items from suppliers/individuals, eg tools, building materials, or paying someone to provide services, eg builder, contractor, (listed in Section 3 above) please fill out the table below for each of the suppliers/individuals who you are going to give money to.

<b>Name of individual or organisation supplying goods</b>	<b>Address of individual or organisation supplying goods</b>	<b>Goods/services to be supplied</b>

#### 5 SIGN OFF (Australia)

ODP Facilitator:

Signature:

Date:

IF project value between AUD 2,000 and AUD 5,000

National Project Officer:

Signature:

Date: