



SPONSORSHIP APPLICATION FORM

A. Applicant Details

Applicant:

Organisation:

ABN:

Physical Address:		Postal Address: (if different)
Street:		
Suburb:		
State:	Post Code:	

Contact Person:	Ph:	Mob:
Email:	Fax:	

B. Summary of Project

Project Name:

Sponsorship Amount Requested: \$

Summary/Abstract of the Project (350 words maximum):

C. Project Details

Describe the main objectives of the project:

Briefly describe how the need for this project was determined?

Describe your method of approach for the project (please use dot points):

Briefly describe the measurable outcomes the project hopes to achieve and how will these be evaluated (please use dot points):

Provide a timeline of key activities for the project:

How is this project aligned with the Vision and Purpose of HEAL and the Foundation's Scope of Activities?

Briefly describe how this project will be sustained at the completion of the sponsorship?

D. Budget Details

How would sponsorship from the HEAL Foundation be utilised? (A detailed budget must be attached).

If the grant is not funding the whole project, indicate the source and status of supplementary funding.

E. Commitment

The Board of HEAL and the HEAL Foundation require that the applicant accepting sponsorship undertake the following commitments:

1. That the sponsorship of the project be publicised whenever and wherever appropriate.
2. That a progress report be provided. This is conditional on further instalments being received.
3. Sponsorship money must be utilised by the specified completion date.
4. A full report and financial statement be made available within 3 months of the conclusion of the project unless otherwise agreed.

F. Signatures

Applicant	Applicant's Supervisor or Board Director <i>(as applicable)</i>
Name: (Please print)	Name: (Please print)
Position: (Please print)	Position: (Please print)
Signature:	Signature:
Date:	Date:

Please mail your application to:
Chief Executive Officer, HEAL Foundation, Level 7, 118 Queen Street, Melbourne VIC 3000

OR

Send by email to heal@heal.edu.au