

## Request Council Letter of Support

Letters of Support for grant applications to the State or Federal Governments and/or Philanthropic organisations must be submitted at least ten (10) business days before required.

### SECTION 1 – APPLICANT DETAILS

Applicant Name:

Postal Address:

Contact Person:

Telephone:

Mobile:

Fax:

Email:

### SECTION 2 – GRANT INFORMATION

Funding Program/Grant Name:

Website link to Grant Guidelines:  
(or attach to this request):

Grant Closing Date:

### SECTION 3 – PROJECT INFORMATION

Project Title:

Concise summary of project:

(Eg What do you want to do and why do you need to do this project? What are the challenges/issues your project is trying to address? What are the community benefits? What are the benefits to your organisation?)

### DECLARATION

I \_\_\_\_\_ declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

Applicant Signature:

Date:

#### Douglas Shire Council – Privacy Collection Notice:

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the council manages personal information is governed by *the Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.