This application must be completed in full by a club, group or society wishing to apply for funding within the PSQ Grant Program. The applicant group must be a financial affiliated member of The Photographic Society of Queensland Inc.  **READ THE CONDITITIONS ON THE LAST PAGE BEFORE YOU START.**

Email this application to: secretary@psq.org.au with a Subject Heading “**PSQ Grant: Your Club name”**

**Applications may be forwarded between 1 October and 30 October. The decision is made at the November PSQ Committee Meeting.**

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| **Complete this document in word and send as an email attachment.** |
| **Full Name of the Club:** |  |
| **Person Completing This Form:** |  |
| **Bank Account Details:**Account Name: BSB:Account No: |  |

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| **Executive Details:** |
| President: |  |
| Email: |  | Phone: |  |
| Treasurer: |  |
| Email: |  | Phone: |  |

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| **Basic Application Details** *(application conditions can be viewed on page three of this document)* |
| **Project Commencement Date:** |  | **Estimated Reporting or Acquittal Date:** |  |
| **Amount Requested:** | $ |  |
| **Total cost of this item:** | $ | Quote attached? yes/no/na |
| **Details of Project/Purchase/Item: (eg. Equipment Make and Model No, etc)** |
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| **Purpose of the Grant:***Eg.: Skills development, Strategy and policy development, Creative development of new work, Community consultation or member training.* |
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| Have you, or your group previously applied for a PSQ Grant? | Yes / No |
| If you were successful, has that grant been successfully acquitted?  | Yes / No |

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| --- | --- | --- |
| Estimated number of participants and audience who will benefit from this project/activity: | Participant Numbers | Audience Numbers |
| From your local club: |  |  |
| Outside of your local club: |  |  |
| What are the benefits you expect this grant? |
|  |
| Other information or supporting details for your grant? |
|  |

**Application Conditions**

PSQ represents over fifty affiliated photographic clubs in Queensland and northern New South Wales and promotes the art and science of photography in all its forms. PSQ promotes the role and values of photography as a key driver of diverse and inclusive communities and strong regions. PSQ invests in local photographers and photographic priorities as determined by local affiliated clubs.

The PSQ assessment panel comprises of the current PSQ Executive Committee. Applicants will be assessed on how well they meet the following criteria:

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|  | Grant applications will only be accepted if forwarded to PSQ by a financial affiliated group executive.  |
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|  | Grants are designed to assist group members in their efforts to improve the skills of their membership e.g., attendance at sit-down or on-line or correspondence based forums, workshops, seminars, purchase of equipment, etc. |
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|  | Grant applications to assist affiliates with ongoing expenses such as regular venue hire, conducting competitions between or exhibitions of the work of Club Members, etc. will not be considered.  |
|  |  |
|  | Grant applications will be reviewed (by whatever technology is deemed appropriate) and if found to meet the assessment criteria in all facets. The high demand for funding under the Photographic Society of Queensland's Grants Program may mean that not all grant applications can be approved. Although an application may meet the assessment criteria, approval will depend on available funds and the number and quality of applications.  |
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|  | Total grants available for the current period is $6000.00. No single grant will exceed $1,000.00.  |
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|  | Grant applications will be assessed on merit, with consideration given for the capacity to, and effectively support and deliver photographic skills/improvement and increase membership/involvement in photographic endeavours. For example, applications that help running club events by way of equipment or by holding of workshops/seminars to assist in distributing photographic knowledge and skills, will be favourably considered. |
|  |  |
| 7. | When your Club/Society/Group accepts funding from the PSQ Grant process, you are committing to providing a report at the end of your project. Details will include financial acquittal of the funds to be sent to the Treasurer of PSQ, treasurer@psq.org.au and including details of success or difficulties with your project and several photos of the item/activity/project in use. A copy of the Grant Acquittal Form will be provided if you are notified that your project has been successful.  |
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