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| Supporting multicultural and faith communities prevent family violence: 2021 grant program |
| Budget template |
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Please use this template to detail your proposed project budget to the nearest dollar, excluding GST (you can create more rows, as required).

This is intended to support and extend upon the information provided in the online application form and should be uploaded in the ‘Supporting Documentation’ section of the online application form. For guidance on completing the Budget, please refer to the *Guidance for applicants* document available on the grant webpage <https://www.vic.gov.au/dffh/prevent-family-violence-2021-grant-program>

The Department of Families, Fairness and Housing (DFFH) will approve the final project plan and budget for funded organisations. The final plan should not be very different from the project plan and budget you submit with your application.

# Application information

|  |  |
| --- | --- |
| Name of project: |  |
| Name of applicant organisation: |  |
| Contact person: |  |
| Contact email: |  |
| ABN: |  |

# Your project budget

## Staff salaries and on-costs for the grant activity(ies)

This may include:

* salaries and wages for project staff
* payroll tax
* additional on-costs

| **Grant budget** | **Year 1**  **1 July 2021 to 30 June 2022  (GST excl)** | **Year 2**  **1 July 2022 to 30 June 2023  (GST excl)** | **Year 3**  **1 July 2023 to 30 June 2024 (GST excl)** |
| --- | --- | --- | --- |
| Example: 1 FTE project worker | Example: $60,000 | Example: $60,000 | Example: $60,000 |
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|  |  |  |  |
| **Subtotal** | **$** | **$** | **$** |

## Operating and overhead expenses (non-staff)

This may include:

* travel/accommodation costs for domestic travel to deliver project activities
* resource development (e.g. graphic design, branding) and dissemination (e.g. printing, postage, promotion/marketing)
* activity development and implementation (e.g. workshops, events, training, Communities of Practice, webinars)
* engaging and consulting with stakeholders and the community
* in-kind contributions (e.g. volunteer labour, equipment, materials)
* equipment
* insurance

Please make clear in your budget lines which project activities they relate to.

| **Activity** | **Items** | **Year 1**  **1 July 2021 to 30 June 2022  (GST excl)** | **Year 2**  **1 July 2022 to 30 June 2023  (GST excl)** | **Year 3**  **1 July 2023 to 30 June 2024 (GST excl)** |
| --- | --- | --- | --- | --- |
| Example: Development of co-designed information resource for young people about consent and respectful relationships | Example: honorariums for 12 young people taking part in online 6 co-design workshops ($40 each for each workshop) | Example: $2,880 |  |  |
| Example: payment for artwork by young artists |  | Example: $1,300 |  |
| Example: graphic designer to design the information resource |  | Example: $5,000 |  |
| Example: printing of information resource |  | Example: $333 |  |
| Example: postage to networks and stakeholders |  | Example: $100 |  |
| Example: payment of honorariums to young people presenting at the online launch event for the resource |  | Example: $480 |  |
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|  |  |  |  |  |
|  | **Subtotal** | **$** | **$** | **$** |

## Other project related expenses

| **Grant budget** | **Year 1**  **1 July 2021 to 30 June 2022  (GST excl)** | **Year 2**  **1 July 2022 to 30 June 2023  (GST excl)** | **Year 3**  **1 July 2023 to 30 June 2024 (GST excl)** |
| --- | --- | --- | --- |
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|  |  |  |  |
|  |  |  |  |
| **Subtotal** | **$** | **$** | **$** |

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| To receive this document in another format, phone (03) 9595 2490, using the National Relay Service 13 36 77 if required, or [email the Office for the Prevention of Family Violence and Coordination grants team](mailto:email%20the%20Office%20for%20the%20Prevention%20of%20Family%20Violence%20and%20Coordination%20grants%20team) <prevention.grants@dffh.vic.gov.au>.  Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.  © State of Victoria, Australia, Department of Families, Fairness and Housing, February 2021.  Available at [Supporting Multicultural and Faith Communities Prevent Family Violence: 2021 Grant Program](https://www.vic.gov.au/dffh/prevent-family-violence-2021-grant-program) webpage <https://www.vic.gov.au/dffh/prevent-family-violence-2021-grant-program> |