Gambling Community Benefit Fund (GCBF) – Checklist

JAG Online Portal: https://www.gamblingcommunityfund.qld.gov.au/#/welcome

TICK	ACTION ITEM	CHECKLIST
	Register organisation on Jag Portal	Physical address of organisation Postal address of organisation Date, Month and Year organisation was established Digital copy of last audited financials Organisation President full name, mobile number and email Login to portal using registration email (record login details)
	Grant Funding Application information required	Digital and up to date quotations for the proposed infrastructure, equipment etc Contact details (title, phone, email) of 3 x referees for the organisation – they can not be part of the association. Suitable examples include; MPs, Council Officers Number of registered members at the organisation Number of people that utilise/visit the organisation in one year (estimate) Council written approval for alterations to Council-owned land and infrastructure (may be required)
	Grant Funding Application questions to prepare for	How will the application benefit your organisation and the community? 2000 characters Will this application provide benefit to more than one not-for-profit organisation, if successful? 1000 characters Will this application provide an opportunity for your organisation to generate income if successful?1000 characters
	Complete online application form on JAG portal and submit before deadline	Save a copy of the application

If your organisation needs assistance with grant writing, contact clubMENTOR – experts in grant writing, governance, planning and training.

clubMENTOR
Your partner in club governance

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