

Charitable Objects Fund

Form A: Application form

SUB BRANCH DETAILS	
Sub Branch	
ABN / ACN	
Registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Contact Name	
Phone	
Email	
Banking details	BSB: Account Number:
Preferred payment	<input type="checkbox"/> Sub Branch <input type="checkbox"/> Direct to vendors

Fill the below table only if this application is for veteran welfare support.

CLIENT DETAILS	
Full name:	
Email:	
Phone (mobile):	Phone (home):
RSL Membership number (if applicable):	
Are you a dependant of current or former ADF member?	
<input type="checkbox"/> Current <input type="checkbox"/> Former	
Please also complete Form C: Hardship checklist form	

For required documentation checklist, see page 5.

DETAILS OF APPLICATION

Please provide a full description of the basis of the application to allow the District Committee to make an assessment and decision. The description should include:

- has the client applied for assistance with RSL QLD before?
- has the client applied for or currently receiving assistance from any other organisation?
- how does this proposed expenditure meet the criteria set out in the COF guidelines?
- how does this application align with the Objects of the League?

COMPONENTS OF EXPENDITURE

	Component of expenditure	Cost	Supplier
1.		\$	
2.		\$	
3.		\$	
4.		\$	
	Total amount requested	\$	
Les s	Total funding received from other sources. <i>(Specify sources below)</i>	\$	
	Charitable Objects Fund amount applied for	\$	

Other Funding Sought / Obtained

This may include Sub Branch fundraising, co-contributions from veterans, donations, community groups, grants and/or DVA. Provide information below or attach if necessary.

Name of source of funding body	Type of funding provided	Amount received
		\$
		\$
Total		\$

In Kind Support

If In-Kind Support is to be obtained, please provide information below, or attach if necessary.

	Nature of In-Kind Support	Supplier/Provider
1.		
2.		

Pending Applications

Please provide details of any other related projects for which funding, or grants are pending, and the extent of the grant sought.

Where funds are to be used for the purchase of automated external defibrillators (AED) the following terms and conditions apply:

1. The Sub Branch releases RSL Queensland from and agrees that RSL Queensland is not liable for any claims arising from or incurred in connection with the purchase and use (or non-use) of the AEDs.
2. The Sub Branch agrees and acknowledges that it is solely responsible for the ongoing maintenance and repair of the AEDs, including any cost, and agrees that RSL Queensland is not liable to provide any funding for these costs (except to the extent that this application relates to funding for the costs of maintaining any AED).
3. The Sub Branch warrants that it, and its employees and agents, will comply with all manufacturer guidelines and standards in relation to the AED, including undertaking repairs and maintenance in accordance with the manufacturer guidelines and standards.
4. The Sub Branch warrants that it will provide any employees and agents with access to the AED with any training reasonably required to operate the AED in a safe manner and in accordance with the manufacturer guidelines and standards.

REQUIRED DOCUMENTATION

Veteran Welfare related claims

- Invoices or quotations from vendor regarding the proposed expenditure

Note: Vendor bank account details must be visible

- Written confirmation of assistance rejection from other funding parties (if applicable)

***If the funds will be paid to the Sub Branch**

Please note that upon the successful application, Sub Branch is required to complete and submit **Form B: Sub Branch acquittal report** to District.

Sub Branch commemorative or other claims

- Sub Branch's latest Bank Statement
- Sub Branch's latest Balance Sheet and Profit and Loss (if required by the District office)
- Invoices or quotations from vendor regarding the proposed expenditure

Note: Vendor bank account details must be visible

- Written confirmation of assistance rejection from other funding parties (if applicable)

***If the funds will be paid to the Sub Branch**

Please note that upon the successful application, Sub Branch is required to complete and submit **Form B: Sub Branch acquittal report** to District.

SUB BRANCH DECLARATION

I have read and understand the RSL Queensland Charitable Objects Fund Guidelines.

This application is made in accordance with the RSL Queensland Charitable Objects Fund Guidelines, with the funding provided to:

- Enable the provision of welfare support to the veteran community; and/or*
- To fund activities directly aligned to the Objects of the League, including significant commemorative activity.*

I understand that the funds provided have been raised by RSL Queensland for charitable purposes and must be:

- Used responsibly in the provision of charitable services and activities.*
- Used for the purpose for which they were advanced, and*
- fully and completely acquitted and accounted for.*

I certify that all the information provided is current and correct, and I give permission to RSL Queensland, the respective RSL District or its agent to contact any persons or organisations regarding this application.

Where funds have been requested for veteran welfare, I have sighted the applicant's bank statement and am satisfied that the veteran is in need or at risk and have considered all items on Form C: Hardship checklist form.

Automated External Defibrillators

Where funds are to be used for the purchase of automated external defibrillators (AED) the following terms and conditions apply:

- 1. The Sub Branch releases RSL Queensland from, and agrees that RSL Queensland is not liable for any claims arising from, or incurred in connect with the purchase and use (or non-use) of the AEDs.*
- 2. The Sub Branch agrees and acknowledges that it is solely responsible for the ongoing maintenance and repair of the AEDs, including any cost, and agrees that RSL Queensland is not liable to provide any funding for these costs (except to the extent that this application relates to funding for the costs of maintaining any AED).*
- 3. The Sub Branch warrants that it, and its employees and agents, will comply with all manufacturer guidelines and standards in relation to the AED, including undertaking repairs and maintenance in accordance with the manufacturer guidelines and standards.*
- 4. The Sub Branch warrants that it will provide any employees and agents with access to the AED with any training reasonably required to operate the AED in a safe manner and in accordance with the manufacturer guidelines and standards.*

I confirm that I do not have any conflict of interest in applying for this funding.

Signed for and on behalf of the RSL Sub Branch

By Sub Branch President or Deputy President

_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Date</i>
By Sub Branch office bearer		
_____	_____	_____
<i>Name</i>	<i>Signature</i>	<i>Date</i>

Please forward this application and additional information to your RSL District Office for consideration.

DOCUMENT NUMBER & TITLE		Form A: COF Application Form			
CONTENT OWNER	RSL Queensland	DOC. AUTHOR/S	League Support Services		
DATE PUBLISHED	01.06.2023	DOC. VERSION	v1.0	REVISION DUE DATE	01.10.2023
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SUB BRANCH:

This page is to be given to an Applicant who provides personal information.

CHARITABLE OBJECTS FUND

Collections notice

Your Sub Branch is collecting your personal and sensitive information (your name, address, contact information, financial information, and health information) for the purpose of applying for financial assistance for you from the RSL Queensland - Charitable Objects Fund.

You may choose not to give us your personal or sensitive information, but without it, we will not be able to apply to the Charitable Objects Fund to assist you.

We will disclose your personal and sensitive information to other RSL organisations, including the District Branch and RSL Queensland for them to decide whether the Charitable Objects Fund can grant your application.

Your personal information will be handled in accordance with our obligations under the Privacy Act and our privacy policy, if applicable, is available on our website.

Our privacy policy, if applicable, explains how you can seek access to and correction of your personal and sensitive information. For queries or complaints about your personal information, please contact the privacy officer