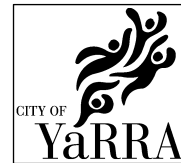


Community Grants Program Project Variation Request



Please complete this form to outline proposed changes to the project or activity for which your organisation has been awarded a grant by the City of Yarra. All changes will need to be agreed to in writing by the City of Yarra before these can be undertaken.

1. Project Details

Record Number _____

Organisation (Auspice) Name:

Postal Address
of Organisation:

Contact Person Name: Mr/Mrs/Ms/Miss

Position Held:

Daytime Phone No: ()

Fax: ()

Mobile:

E-mail:

Auspiced Organisation Name:

Auspiced Organisation Address:

Project Title:

Total Funding Received:

\$ _____

1: Please indicate any changes to the timing or location of your project or activity

New Dates of project : Start _____ End _____

New Location/s of project: _____

2: How many people are *now* expected to be involved as participants? Please include the percentage of City of Yarra residents:

No. of participants _____ Yarra residents: _____ %

2. Proposed Variations to Project

(a) Please describe the changes requested to your project or activity:

(d) How will you know if your project has been successful if these changes are implemented?

3. Project Variation Declaration

Applicant (Auspicing) Organisation

I declare to the best of my knowledge that all the details supplied in this Project Variation Request form are true and correct.

I acknowledge that all changes requested on this form must be agreed to in writing by the City of Yarra before these can take effect.

I consent to the information contained within this form being collected, used and disclosed by the City of Yarra for the purpose of registering, administering and promoting my current and any future grant applications with the City of Yarra.

Signature: _____

Name: _____

Position: _____

Date: / /

**Please return your completed form to the City of Yarra, Community Grants Program
by email:**

by post:
Community Grants Program
City of Yarra
PO Box 168
RICHMOND VIC 3121

in person:
Community Grants Program
City of Yarra
Richmond Town Hall or Collingwood Town Hall
333 Bridge Road 140 Hoddle Street
RICHMOND VIC 3121 COLLINGWOOD VIC 3066

3. Revised 2009 Project Budget

Income		Expenditure	
Applicant's Contribution		Salaries/Fees	
Cash		Staff	
Fundraising		Other:	
Membership			
In-kind			
		Project administration	
		Phone, stationery, postage, rent	
Grants		Other:	
City of Yarra			
Federal Government*			
State Government*		Project Costs	
Other*		Materials	
		Equipment	
Sponsorship		Promotion	
Corporate*		Catering	
Other*		Transport	
		Venue	
		Other:	
*C – Confirmed *NC – Not Confirmed			
Total Income	\$	Total Expenditure	\$

Note: Total Income including all support for the project including City of Yarra Funding must equal total expenditure