

## **GLOSSARY OF TERMS**

This glossary aims to provide support for applicants completing the Application form for *Fishwise Community Grants*.

### **Project Title**

The project title is the name of your project idea and needs to be brief but representative of your idea.

### **Project Leader**

Each project needs a leader that can be a spokesperson or contact person for the project. The project leader needs to be someone who is likely to remain throughout the duration of the project.

### **Organisation Name**

Individuals or organisations are eligible to apply for *Fishwise Community Grants*. In cases where a project leader is representing an organisation, such as a community association or research organisation, we need to know the organisation name.

### **Contact Details**

The Applicant's contact details including a postal address where we can forward correspondence. Telephone, mobile, and facsimile numbers and email addresses are useful for us to assist with communication.

### **GST**

Applicants need to provide an ABN for the purchases of GST. Applicants who do not have an ABN need to apply to the Australian Taxation Office to obtain one or seek an exemption.

### **Start Date and End Date**

Start and end dates for the project are necessary to determine the proposed duration of the project.

### **Type of Applicant**

An applicant can be an individual or a representative of community association or research organisation. It is useful for us to know the type of applicant applying for funding so we can ensure the appropriate assessment and assistance.

### **Project Team**

Applicants need to state who is involved (if any) in the project, including their role, experience and contact details.

### **Project Idea**

The project idea should be an extension of the project title and aims to describe in 200 words the applicant's idea. It should also explain why it should be considered for funding.

### ***Aims and Objectives***

The aims and objectives of the project idea, should be clear statements of what you hope to achieve from the project.

### ***Methods***

Applicants need to describe how the project idea will be undertaken. For example, the approach and tools used to conduct the project.

### ***Benefits***

This section requires the applicant to clearly define the benefits the project idea will provide for recreational fishing.

### ***Project Plan***

Applicants need to establish a project plan that describes the key steps (milestones) involved to complete the project in the time frame specified. It should be noted that a progress report is required every six months.

### ***Project Partners***

The applicant needs to state any project partners and the kind of support they will provide to the project. Support can be indirect or direct funding and/or it could be in-kind support.

### ***Budget***

Applicants need provide detailed budget to support the funds being sought from ***Fishwise Community Grants***. Information needs to be provided about what the grant will fund such as salaries, travel, operating and capital expenditure. Additional funds sought from project partners or other funding bodies and in-kind support also needs to be included in this application form.