

INFRASTRUCTURE PROJECT PROPOSAL

This form is to be completed by organisations seeking Council support for the improvement of existing infrastructure, or to build new infrastructure. Please return the form via email to info@msc.qld.gov.au or hand-deliver to Council's Customer Service Centre at 65 Rankin Street.

A Council Officer will contact you to discuss your project in more detail.

Please note: Assessment of your group's proposal may take up to 8 weeks.

If you are submitting this form electronically, please ensure that ALL relevant documents are scanned and attached with it.

ORGANISATION DETAILS	
Organisation Name:	
Physical Address:	
Is your organisation an incorporated entity? Yes <input type="checkbox"/> No <input type="checkbox"/> Certificate of Incorporation attached? Yes <input type="checkbox"/> No <input type="checkbox"/>	
How long has your organisation existed (years)?	
What is your organisation's primary activity?	

PRIMARY CONTACT			
Name:		Position:	
Phone:		Email:	

ALTERNATIVE CONTACT			
Name:		Position:	
Phone:		Email:	

PROJECT SCOPE	
Is this Project to:	
i) Build a new facility / infrastructure; or	Yes <input type="checkbox"/> No <input type="checkbox"/>
ii) Upgrade an existing facility / infrastructure	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have drawings or plans for the project?	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, please attach</i>
Provide a brief overview of the works including project cost:	
Does the project involve work that will disturb the ground surface – e.g., excavating, scraping, vegetation removal. <i>If yes, compliance with the Cultural Heritage Duty of Care Guidelines will apply and may be obtained from www.dsdsatsip.qld.gov.au</i>	
Yes <input type="checkbox"/> No <input type="checkbox"/>	

Does this project include:			
Structural works	Yes <input type="checkbox"/> No <input type="checkbox"/>	Building upgrade	Yes <input type="checkbox"/> No <input type="checkbox"/>
Internal plumbing	Yes <input type="checkbox"/> No <input type="checkbox"/>	Water supply	Yes <input type="checkbox"/> No <input type="checkbox"/>
Electrical works	Yes <input type="checkbox"/> No <input type="checkbox"/>	Kitchen build or upgrade	Yes <input type="checkbox"/> No <input type="checkbox"/>

PROJECT BENEFITS & OUTCOMES

What likely positive benefits will result for your organisation when the project is completed?
For example, increased participation, future expansion, social / health outcomes, economic benefits to organisation / community.

TENURE ARRANGEMENTS

Is the infrastructure located on:

Council-controlled land (e.g. park or other reserve)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, is there a lease or management agreement in place with Council?	Yes <input type="checkbox"/> No <input type="checkbox"/>
State land (i.e. not under the control of Council)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Privately owned land?	Yes <input type="checkbox"/> No <input type="checkbox"/>

FINANCIAL OR IN KIND SUPPORT (Not for Profit Groups Only)

Is Council assistance requested for this infrastructure project? Yes No

If yes, please detail the type of assistance below:

Interest-free loan	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount: \$
Cash donation	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount: \$
Other assistance	Yes <input type="checkbox"/> No <input type="checkbox"/>	Amount: \$
Community Partnerships Program application submitted to Council?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

INTERNAL USE ONLY DEPARTMENTAL INPUT REQUIRED FROM:

Development & Governance	Yes <input type="checkbox"/> No <input type="checkbox"/>	Building	Yes <input type="checkbox"/> No <input type="checkbox"/>
Facilities	Yes <input type="checkbox"/> No <input type="checkbox"/>	Plumbing	Yes <input type="checkbox"/> No <input type="checkbox"/>
Finance	Yes <input type="checkbox"/> No <input type="checkbox"/>	Community Wellbeing - CPP	Yes <input type="checkbox"/> No <input type="checkbox"/>
Officer meeting required?	Yes <input type="checkbox"/> No <input type="checkbox"/>		