



How to apply for grants:

Which grant do I need to apply for?

You will need to work out which grant you are applying for. The different types of grants are:

- Micro Grant: under \$ 200 to be used during an event.
- General Grant \$200-\$1000 to be used during an event.
- Major Grant \$1000-\$5000 to be used during an event.
- Facilities and Equipment Grant: For specialist equipment and facility needs.

I have worked out which grant I need, how do I apply?

For Micro and General Grants:

- Apply through the normal event notification process. You can learn more about that here - <https://studentlife.swinburne.edu.au/files/942>

For Major Grants:

- You will need meet criteria in this rubric to be considered - <https://studentlife.swinburne.edu.au/Files/894>
- Once you have met with your Clubs Officer, have all of your quotes, bookings and have created your event notification. Submit an application here - <https://studentlife.swinburne.edu.au/Forms/971>
- Please note that Major grants need to be **approved 8 weeks prior to the event.**
- Applications are **considered monthly** and close on the **last Sunday of each month.** Clubs Officers look at the applications the **following Wednesday.**

Facilities and Equipment Grant:

- You will need to meet criteria in this rubric to be considered - <https://studentlife.swinburne.edu.au/Files/895>
- Once you have met with your Clubs Officer, have all of your quotes, bookings and have created event notifications (where applicable). Submit an application here - <https://studentlife.swinburne.edu.au/Forms/972>
- Please note Facilities and Equipment grants are considered **per semester.** Submission times are as follows:
 - Semester 1 2024 - **10th March**
 - Semester 2 2024 - **28th July**
- Clubs Officers meet **within two weeks** of submissions closing. The Club will be **notified** the **following week** of the result of their application.