Hospitality Hearts

$100,000 Community Awards Program

- 2026 -

CLUB CAIRNS RSL ESPLANADE

Hospitality Hearts

The Cairns RSL Club Ltd is committed to the growth of both individuals and community-based groups as remembrance of the sacrifice and contribution of thousands of Australian men and women in the Defence Forces since Federation and has developed the Cairns RSL Hospitality Hearts from which eligible individuals or organisations may apply for funding.

The Fund provides the opportunity for worthy individuals and community- based organisations to seek funding to undertake those aspirations and tasks which they wish to pursue but where additional funding is required to achieve their outcomes.

Through this Fund, the Club is proud to donate, for 2026, a total of up to $100,000 to eligible individuals and community organisations within the Cairns Regional Council area.

Individual Award
For Individuals, the maximum grant is $5,000. If granted one year, you cannot apply again the following year, so only every second year are applications accepted from the same individual.

Organisation Awards
Local Community groups must be not-for-profit organisations and the maximum grant is $10,000. Applications are invited every year from the same organisation, but not for the same purpose.

APPLICATIONS ARE NOW OPEN!

All applications must be received by close of business (5:00pm) Monday 31st August 2026.

*Successful applicants will be notified by late October 2026 and should be available for a presentation of funds towards the end of October or early November (dates to be advised).

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Supporting Information

The Key Objectives of the Fund are as follows:

- Provide support to the Ex-Servicemen and Women's community.
- Provide support to projects or recognised service providers that improve the health or welfare of less advantaged community members.
- Support initiatives that increase and broaden the scope of arts, music, sports and cultural participation and development within the local community.
- Support and encourage local community groups who actively participate in the development of community activities.
- Provide support for the development of life skills within the youth of the community.
- Support and develop innovative responses to identified community issues that impact on family life.
- Support initiatives that increase and broaden the scope of sports participation within the local community.
- Provide support to community groups that deliver local community events.
- See specific terms for each stream and application processes for further information.

All applicants must address these key objectives in their submission and endeavour to satisfy three or more of them.

The allocation of funds is for a specific purpose and must be utilised for the purpose for which it is given and shall not be used for any other purpose.

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General Terms and Conditions for Individual and Organisation Applications

1. Individuals and organisations applying for a grant must be located within the Cairns Regional Council boundaries.

2. Individuals or organisations can apply for funds to a maximum as stated above.

3. The successful applicants will be chosen by the three (3) person judging panel nominated by the Cairns RSL Club.

4. Cairns RSL Club will provide a cheque for the successful applicants at the Hospitality Hearts Presentation (date to be advised). Successful individuals (or their parents/guardians) and up to 2 representatives from the successful organisations will make themselves available for that presentation.

5. The Judging Panel's decision is final and no correspondence will be entered into.

6. Applications and materials will not be returned so applicants are encouraged to use copies and not originals.

7. Judging sheets or other material/aides used by the Judging Panel will not be kept nor distributed to applicants.

8. All applications must be received prior to 5pm Monday 31st August 2026 - no extensions will be granted.

9. Successful participants will make reasonably available to the Club documentation, photos showing completion /participation of project for the purpose of ongoing promotion of Hospitality Hearts

10. Successful applicants, in receiving the grant, must not bring the Cairns RSL Club Ltd or the grant fund into disrepute by any means eg social media posts.

11. Successful and unsuccessful applicants will be notified by email.

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Individual Community Award Application

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Specific Terms and Conditions for Individual Awards

The individual can apply for a grant on the grounds of sport, academics, or performing arts. They must explain their reasoning behind their applications and provide adequate proof for any statements they make.

1. The Academic applicants must provide proof as to their full-time status at either a school or tertiary institution and proof that their parents live within the Cairns Regional Council boundaries.

2. The quote needs to indicate whether the amount is inclusive of GST. Only one quote is required per item.

3. The individual must provide at least two (2) independent (non-family member) character statements i.e. from a principal, teacher, coach, instructor etc. Supporting the application and these references must be signed by the referee and include contact details.

4. The applicant must disclose if they have applied or intend to apply for or have been successful in obtaining funding from other programs in the past twelve (12) months.

5. Applications must relate to funding of projects that will be finalised in the next twelve (12) months from the date of the application. Applicants agree, by signing the application form, that they will forward proof of the expenditure of the grant funds to the Cairns RSL Club Ltd as soon as possible (Paid invoices / receipt from supplier).

6. If the applicant is under the age of eighteen (18) one parent, guardian or carer must sign the application form.

CAIRNS RSL CLUB HOSPITALITY HEARTS INDIVIDUAL APPLICATIONS FORM 2026

Name: .....

Address: .....

Mobile: .....

Email: .....

Under what category are you applying?
(i.e. academic, sport, performing arts, community involvement)

If applicable, what school or institution are you currently studying?
(Academic applicants MUST be full time students)

What are you applying for? And what is the cost?
(i.e. sporting equipment, computer, excursions, trips etc. Please state the entire cost of the project as well as the amount requested - attach information if required)

Why will this make a difference?

Hospitality Hearts

Please provide a written report, in 100 words or less, on why you believe you should be a successful applicant. (Report to be attached to this application form)

Please provide with your application a copy of the following documents;

- School / tertiary academic reports for each semester in 2025 and 2026 (This is required for all categories applied for by students)
- Two (2) signed independent (non-family member) character statements i.e. from a principal, teacher, coach, instructor etc. Supporting the application. It should include the contact details of the writer.
- Proof of any statements made in your written report.
  (Eg. News articles, correspondence, applications/approvals etc)
- Quotes or proof for the amount being requested.
- Information regarding other funds applied for
- Proof of full-time study status (if academic applicant)
- Proof of parent's residential address if the student is living outside Cairns Regional Council boundaries and applying under academic criteria.

Signature ..... **Date** .....

Signature ..... **Date** .....

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Organisation Community Award Application

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Specific Terms and Conditions for Organisation Awards

Organisations can apply for a grant on the grounds of sport, academics, performing arts or community benefit. They must explain their reasoning behind their applications and provide adequate proof for any statements they make.

1. To be eligible the Community organisation needs to be a not-for-profit organisation and located within the Cairns Regional Council boundaries. Proof of their 'not for profit' status needs to be provided with the application.

2. Ineligible organisations include:
   - Government or semi-government organisations such as hospitals and libraries. Statutory authorities.
   - Public and private educational institutions (primary, secondary and tertiary);
   - Unions and student guilds.
   - Research foundations and trusts.
   - Public or private commercial companies
   - Organisations that operate and receive funds from gaming
   - Religious organisations and groups unless an approved charity.
   - Professional associations.

3. Projects that result in personal benefit or income for an office bearer of the organisation are in valid.

4. The Committee will consider all projects however deficit funding (to meet debts of an organisation), start-up costs and recurrent costs (including wages and salaries, administration expenses, insurances, rent and consumables) are ineligible projects.

5. Applications need to provide a community benefit to the people of the Cairns Region and need to be consistent with the key objectives of the Fund.

6. The quote needs to indicate whether the amount is inclusive of GST. Only one quote is required per item.

Specific Terms and Conditions for Organisation Awards

7. The applicant must disclose if they have applied or intend to apply for or been successful in obtaining funding from other programs for the project they are applying for.

8. Two members of the organisations Committee must sign the application form.

9. Successful applicants are encouraged to acknowledge the grant in an appropriate manner to help increase the awareness of the Fund.

10. Applications must relate to funding of projects that will be finalised in the next twelve (12) months from the date of the application.

CAIRNS RSL CLUB HOSPITALITY HEARTS ORGANISATION APPLICATIONS FORM 2026

Name of Oranisation: .....

Name of representative/contact person: .....

Position of representative: .....

Address of correspondence: .....

ABN

.....

Phone Number ..... **Mobile Number** .....

Email

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1. Does your organisation have a license to operate Gaming Machines?

☐ **YES** ☐ **NO** (IF YES YOUR ORGANISATION IS NOT ELIGIBLE TO APPLY)

2. Date organistion / club was founded?

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3. Date organisation/club was incorporated?
(IF APPLICABLE)

.....

4. What are the objectives of the organisation or club? (Mission statement, why you exist etc)

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5. Approximately, how many people does your organisation assist?

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6. How many members are in your organisation?

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7. Does your organisation have other branches/offices in other regions?

☐ **YES** ☐ **NO**

8. If yes, how many and in what regions?

.....

9. Will any office bearer of your organisation personally benefit?

☐ **YES** ☐ **NO**

10. Have you applied for other grants or funding in the last 12 months?

☐ **YES** ☐ **NO**

11. If yes, which funds, how much and for what purpose? How much did you receive and have the funds been acquitted?

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12. What project are you applying for?
(Please include quotes and attach further information, if required)

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13. Please stipulate the timeframe for question 11.
(Funds must be expended within 12 months from application date)

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14. Are there any other organisations involved with the project? ☐ **YES** ☐ **NO**
If yes, which organisations and how involved?

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15. How did your organisation find out about Cairns RSL Club Hospitality Hearts Program?

- ☐ Cairns RSL Club Facebook
- ☐ Radio Advertising
- ☐ Other Media
- ☐ Other (specify) .....

16. Please indicate how your organisation will acknowledge a grant.
(e.g. newspaper, website, newsletters, social media platforms, signage and potential coverage for the Cairns RSL Club. Cairns RSL Logo is to be on purchases made. Attach more information if required)

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17. Please provide a written proposal (attach) on why you believe your organisation should be a successful applicant and how it will benefit the community in the Cairns region. Please ensure you address:

- The aim of the project
- Benefits to the Cairns regional community including individuals, community groups, other organisations etc.
- Benefit to the Cairns RSL Brand.
- How and by whom the project will be managed and any approvals that are required.
- How any shortfall of the project's costs will be generated?

Financial requirements for the project (please ensure all quotes are attached) ensure the following table is included in your proposal and completed.

Project Costs

Grants from Cairns RSL Club Hospitality Hearts Fund: $ .....

Grants already received: $ .....

Total cost of project: $ .....

Outstanding funds: $ .....

Please provide with your application a copy of the following documents;

- Copy of your incorporation document.
- Copy of your Constitution (1 copy only of this document).
- Proof of Non-Profit status (constitution, ABN info from ASIC site etc)
- Copy of your latest financial statements – either signed audited or statements signed by the treasurer or president of the organisation.
- List of current Management Committee / Board of Directors
- Proof of any statements made in your written report (correspondence, news articles, approvals etc).
- Quotes or proof for the amount being requested (only 1 quote is required). Lease/ occupancy agreements (if applicable)
- Copy of most recent Financial Institution Statement(s).

Signature ..... **Position** .....

Signature ..... **Position** .....

Date of Application .....

*Organisations must have two Office Bearers sign the form. People signing have read, understood and agree to all terms and conditions as stipulated in this form. Applicants agree to allow Cairns RSL Club Ltd. to use their names and photographs for publicity related to the Cairns RSL Hospitality Hearts.

Applicants also agree the Judging Panel and Cairns RSL Club Ltd. can make enquiries relating to the application to substantiate any claims made

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