

## Grant Preparedness Miniseries - Transcript

### Video 3 – Review Your Governance

Welcome back to our miniseries, teaching you and your committee how to prepare and write a successful grant application.

Step 3 of the miniseries is review your governance.

Before applying for any grants, it's important to ensure all your requirements as a not-for-profit organisation are met under the *Associations Incorporation Act 1981*.

You may want to consider...

- Is your association up-to-date with submitting its annual returns?
- Is all previous grant funding acquitted?
- Do you have a copy of the association's constitution?
- Is your public liability insurance current?

Importantly, if your group is not an Incorporated Association, it may limit your success or eligibility.

To learn more about how to become an Incorporated Association, along with the ongoing operational and financial requirements, visit the Office of Fair Trading's website <https://www.qld.gov.au/law/fair-trading>

If your community group is unable to become an Incorporated Association, consider seeking an auspicing organisation as an alternative.

Please note however that some grant applications won't allow auspicing, so it's important that you read the guidelines to determine your options.

Like what you've been hearing so far and want to learn more? Lockyer Valley Regional Council runs a grant mentorship program and workshops throughout the year.

By taking part, you'll have the opportunity to learn more about the key steps to preparing a successful grant application, while networking with like-minded organisations.

Our [Community Connect](#) and [On the Ball](#) newsletters are also great resources when searching for free online webinars and workshops provided by other organisations and peak bodies.

For more information about upcoming workshops and how to register, visit [www.lockyervalley.qld.gov.au/grants](http://www.lockyervalley.qld.gov.au/grants)

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**Video Link:** <https://youtu.be/34dY4Gi05g>

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