Alumni Networks Activity Grant - Application Form

Name of Alumni Network:
Name of contact person for this application:
Email address:
Phone Number:

Signed: Date:

Activity Grant Application Details:
____________________________________________________________________________________
____________________________________________________________________________________

Details of the activity:
Date:______________________________________________________________________________
Location:____________________________________________________________________________
Alumni involved in this activity in total: ________________________________________________
No of alumni invited: __________________________________________________________________
Expected no of attendees: __________________________________________________________________

How will this activity benefit the alumni association and / or the University of Melbourne?
____________________________________________________________________________________
____________________________________________________________________________________

Activity budget:
Estimated total costs: ____________________
Estimated revenues: ____________________
*(including other sources of funding received or expected, eg sponsorship received or ticket price)*

Amount requested: AUD$___________________

Preferred method of disbursement (please tick):
☐ Credit card to third party supplier

Other information to support grant application:
____________________________________________________________________________________
____________________________________________________________________________________

Submit this application to:
Alumni Relations Manager, Advocacy and Recognition
Advancement Office
University of Melbourne
Victoria 3010 AUSTRALIA
Tel: +61 3 8344 1746 Email: alumni-office@unimelb.edu.au
Alumni Networks Activity Grant - Outcome Report

Name of Alumni Network:
Name of contact person for this report:
Email address:
Phone Number:

Signed: Date:

No of attendees/ number of alumni involved:
Please also attach any photos taken at the activity and updated contact details of alumni (if collected)

How was the University acknowledged?

____________________________________________________________________________________
____________________________________________________________________________________

Outcomes for the Alumni Association:

____________________________________________________________________________________
____________________________________________________________________________________

Follow up actions emerging through this activity

____________________________________________________________________________________
____________________________________________________________________________________

Recommendations for future activities/ things learned

____________________________________________________________________________________
____________________________________________________________________________________

Expense report (against proposed budget):

<table>
<thead>
<tr>
<th>Projected (AUD$)</th>
<th>Final (AUD$)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total costs

Total revenue
(including other sources of funding eg: sponsorship, ticket sales)

Submit this grant outcome report within four weeks of the activity to:
Alumni Relations Manager, Advocacy and Recognition
Advancement Office
University of Melbourne
Victoria 3010
AUSTRALIA
Tel: +61 3 8344 1746 Fax: +61 3 9348 0013
Email: alumni-office@unimelb.edu.au