



Alumni Association Operational Grant - Application Form

Name of Alumni Association:

Name of contact person for this application:

Email address:

Phone Number:

Signed:

Date:

Operational Grant Application details:

Describe the nature of the need for funding:

How will this grant benefit alumni, the alumni association and / or the University of Melbourne?

How has this operational / administration cost been covered in the past (if recurring):

Proposed Budget:

Costs associated: AUD\$ _____

Amount requested: AUD\$ _____

Preferred method of disbursement (please tick):

- EFT to Alumni Association bank account
- Credit card to third party supplier (available where no bank account only)
- Cash to third party supplier (available where no bank account only)

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 Fax: +61 3 9348 0013

Email: alumni-office@unimelb.edu.au



Alumni Association Operational Grant - Outcome Report

Name of Alumni Association:

Name of contact person for this report:

Email address:

Phone Number:

Signed:

Date:

Outcomes for the Alumni Association:

Recommendations for future activities/ things learned

Expense report (against proposed budget):

	<i>Projected (AUD \$)</i>	<i>Final (AUD \$)</i>
Total costs		
Revenue (including other sources of funding eg: sponsorship, ticket sales)		

Submit this grant outcome report within four weeks of funds received to:

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Advancement Office

University of Melbourne

Victoria 3010

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