Bursary

**Application form: for organisations on behalf of individuals**

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| About bursaries | In this context, a bursary is a grant which will be used by a third party acting on behalf of the Commission to pay for an eligible individual/s to attend a specified event and costs associated with attending the event.The Commission’s approach to offering bursaries is outlined in its [Bursary Policy (corporate standard 0027)](https://www.qmhc.qld.gov.au/about/publications/browse/policies-registers-and-forms/bursary-policy). Please read the policy before applying for a bursary. |

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| **Section 1 – Applicant details** |
| * 1. **Organisation name**
 |  |
| * 1. **Organisation legal status**

(for example: company limited by guarantee, incorporated association, Aboriginal Corporation, local government) |  |
| * 1. **Organisation ABN**
 |  | **GST registered?** | [ ]  **Yes** [ ]  **No** |
| * 1. **Chief Executive Officer**

 (or equivalent) | **Title** |  | **First****name** |  | **Surname** |  |
| **Position title** |  |
| **Telephone** | **Work** |  | **Mobile** |  |
| **Email** |  |
| * 1. **Proposed bursary liaison officer**

 (if different to 1.4) | **Title** |  | **First****name** |  | **Surname** |  |
| **Position title** |  |
| **Telephone** | **Work** |  | **Mobile** |  |
| **Email** |  |
| * 1. **Organisation postal address**

(if different to 1.6) | **Street address/post box** |  |
| **Suburb/town** |  | **State** |  | **Postcode** |  |
| * 1. **Public liability insurance**
 | **Insurer** |  |
| **Policy number** |  | **Value** |  |
| **Section 2 – Event** |
| 1. **Event name**
 |  |
| 1. **Event purpose**
 |  |
| 1. **Event type**
 |  |
| 1. **Event duration**
 | **Number of days** |  | **Start date**Click or tap to enter a date. | **End date**Click or tap to enter a date. |
| 1. **Event venue and address**
 | **Venue name** |  |
| **Street address** |  |
| **Suburb/town** |  | **State** |  | **Postcode** |  |
| 1. **Event registration/s cost per person**

(based on early bird registration – excluding GST) |  |
| 1. **Other costs not included in registration**

(not travel and accommodation) | [ ]  Event dinner/networking opportunity[ ]  Pre/post event workshops[ ]  Other (please state) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Is your organisation seeking support for bursary recipients to attend any of these additional activities? [ ]  Yes [ ]  No*If yes:*What are the additional costs per person?[ ]  Event dinner/networking cost: $\_\_\_\_\_ per person[ ]  Pre/post-event workshops cost: $\_\_\_\_\_ per person[ ]  Other (please state) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ $\_\_\_\_\_ per person |
| 1. **Describe the support mechanisms available to bursary recipients at event**
 |  |
| 1. **Event website/other information**
 | Event website (if available): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| [ ]  Other information attached |
| **Section 3 – Proposed bursary recipients** |
| 1. **Proposed bursary recipients**
 | [ ]  Lived experience [ ]  individual, family member or unpaid carer/support person – mental illness [ ]  individual, family member or unpaid carer/support person – problematic alcohol or other drug use [ ]  individual, family member or unpaid carer/support person – suicide  [ ]  Members of the community (please select) [ ]  Aboriginal and/or Torres Strait Islander peoples [ ]  Culturally or linguistically diverse background [ ]  Rural and remote  [ ]  LGBTIQA+ [ ]  Other (please state): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| 1. **Proposed number of bursary recipients**
 |  |
| 1. **Estimated funding request**

(use funding request template to assist) |  |

**Other information**

The Commission will provide written advice as to the outcomes of your bursary application and, if successful, any required paperwork or other information to facilitate bursary payment.

**Submitting your application**

Please send your completed application form to the Queensland Mental Health Commission via email to info@qmhc.qld.gov.au or via post to PO Box 13027, George Street, Brisbane QLD 4003.