



## ADDITIONAL INFORMATION FORM

### Interpretation of Cultural Heritage Grants

**Please attach this Form to the Lotterywest Grant Application Form and submit to Lotterywest by 3 July 2009. It is essential that this form should contain all the information required by the Technical Assessment Panel to make a full assessment of your proposal.**

Whilst the information provided in this Additional Information Form should be kept brief it should provide sufficient indication that the proposal is likely to meet all criteria (as listed in the Interpretation of Cultural Heritage Grants Information Package). You may also attach other relevant documents, if you think these are important to your proposal.

Please contact a member of our grants team for further information or to discuss ideas for an Interpretation of Cultural Heritage Grant.

Phone: (08) 9340 5270  
Toll Free: 1800 655 270  
TTY: (08) 9340 5236  
Fax: (08) 9340 5274  
Email: [grants@lotterywest.wa.gov.au](mailto:grants@lotterywest.wa.gov.au)  
Web: [www.lotterywest.wa.gov.au/grants](http://www.lotterywest.wa.gov.au/grants)

Street Address: Lotterywest (Grants and Community Development)  
74 Walters Drive  
Osborne Park WA 6017

Postal Address: Lotterywest (Grants and Community Development)  
P O Box 1113  
Osborne Park WA 6917






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**WHO OWNS THE OBJECT/PLACE?**

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**HAS A RELEVANT INTERPRETATION PLAN BEEN PREPARED?**    Yes     No

*If yes, date of preparation:* \_\_\_\_\_ *Prepared by:* \_\_\_\_\_

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**NB** Please supply a full copy of the Interpretation Plan (if available) or related strategic or community cultural plan with the application.

**If No, does this application include funding for the preparation of an Interpretation Plan?**

Yes     No

**PROJECT PLANNING**

*Provide details of the planning and research already done for the project and the key tasks and stages of the proposal*

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**Who is your preferred consultant/supplier and why?**

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**EXPERTISE**

*You also need to provide information about the specialist advice you have obtained in the development of this application. If the proposal involves the use of contract and/or consulting personnel then your contractor's/consultant's brief and a copy of the proposed contractor's/consultant's curriculum vitae is also required.*

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## PROJECT BUDGET/SCHEDULE OF PREFERRED GOODS AND SERVICES

Please ensure that your budget/schedule is supported by two quotes for the purchase of materials or items over \$3,000, and one quote for items less than \$3,000. Where these can not be obtained a clear explanation of the reason should be provided. Please provide brief details of how your budget/schedule was calculated (attach if necessary).

<b>Expenditure Items</b>	<b>Income Source</b>	<b>Total Amount including GST (\$)</b>	<b>Total Amount excluding GST (\$)</b>
<b>Professional Fees and services</b>			
<b>Items, including equipment, furniture, materials</b>			
<b>Other (please specify)</b>			
<b>Total Expenditure</b>			

**CONTRIBUTION BY APPLICANT** \$ \_\_\_\_\_

**AMOUNT REQUESTED FROM LOTTERYWEST** \$ \_\_\_\_\_

**Contribution by Others**

**Confirmed**

Source: \_\_\_\_\_ \$ \_\_\_\_\_ Yes  No

Source: \_\_\_\_\_ \$ \_\_\_\_\_ Yes  No

Source: \_\_\_\_\_ \$ \_\_\_\_\_ Yes  No

**TOTAL PROJECT COST** \$ \_\_\_\_\_

**NB. Total Project Cost = Grant requested + Applicant contribution + Other contributions**



## COMMUNITY SUPPORT AND BENEFIT

*Please provide details describing how the proposal is important to the community and has measurable benefits. Please also provide information about how the proposal will be accessible to the community.*

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## COMMUNITY ACCESS

*Describe how the proposal will be promoted to and accessed by the community. Your proposal should demonstrate an increase in community access to the place/objects.*

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**ON-GOING CARE**

*Show that suitable after-treatment care for the place/object will be undertaken.*

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**PLANNING/CONSERVATION CONSIDERATIONS**

*Please also include documents such as site plans, floor plans, furniture designs, etc. This section should also include evidence that conservation and environmental issues will be addressed eg. a collections management policy. Where furniture or signage is being requested, include information on the proposed design and a description of the materials that you intend to use.*

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