

Part A - Eligibility

* indicates a required field

Eligibility Criteria

Online submissions are to be completed by any not-for-profit organisation, community group or charity wishing to be considered for funding through the Grants & Donations category of Gladstone Ports Corporation's (GPC) Community Benefit Program. Each applicant should read the Program's [Community Benefit Program Grants Application Toolkit](#) before submitting their application. Applicants should complete all sections and provide all requested information.

All support provided under the GPC Community Benefit Program must be aligned to GPC's brand of "Growth, Prosperity and Community" and provide a mutual benefit for the relevant organisation and GPC. Accordingly, the selection criteria for the Community Benefit Program is based on the following guidelines:

- The organisation and initiative positively contributes to the local port communities of Gladstone, Rockhampton or Bundaberg.
- The investment must align with the following key focus areas to support the delivery of GPC's strategic priorities through an Environment, Social and Governance (ESG) lens:
 - Community Infrastructure & Development
 - Environment
 - First Nations
 - Future jobs
 - Social Support
- The investment or support must align with GPC's brand of Growth, Prosperity and Community while ensuring environmental, social and economic sustainability as per Strategy 2030.
- Funds granted to successful partners or applicants must be spent on the approved project within the agreed timeframe with appropriate paperwork for level of support; and
- GPC will prioritise support of locally-run projects that have tangible aims and initiatives, are valued and visible in the community.

Applicants: please note

Before completing this application form, you should have read the eligibility criteria and guidelines available [here](#) and as per above.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this funding. It is important that you complete the Confirmation of Eligibility section first to ensure you do not waste your time applying for an unsuitable program.

If you have any questions in regards to the eligibility criteria, please email communityinvestment@gpcl.com.au or contact **GPC's Government and Corporate Relations team**.

GPC Grants Funding 2026/27

Form Preview

If you do contact us throughout the application process, please quote the application number below.

Application Number

This field is read only.

Confirmation of Eligibility

Before proceeding, please confirm the following:

- you have read and understood the guidelines and eligibility (as above)
- you are able to demonstrate alignment between your project and the aims of this program
- your organisation is a not-for-profit or charity organisation
- your organisation has an ABN
- your organisation is located in (and/or supplies services to) **the Gladstone, Rockhampton or Bundaberg region**
- your organisation is able to demonstrate financial viability
- your organisation has the appropriate type and level of insurance for the initiatives that are the subject of this funding
- your organisation is not asking for support for:
 - a personal assistance request
 - wages, office equipment and general office expenses
 - sponsorship or fundraising appeals
 - religious or political purposes
 - activities outside of the Gladstone, Rockhampton or Bundaberg region

You must confirm that all statements above are true and correct. *

☐ Yes

Part B - Contact Details

* indicates a required field

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*. To view our privacy statement, go to <https://gpcl.com.au/privacy-policy/>

Organisation Details

Not-for-profit organisations, community groups or charities only

Organisation Name *

Organisation Name

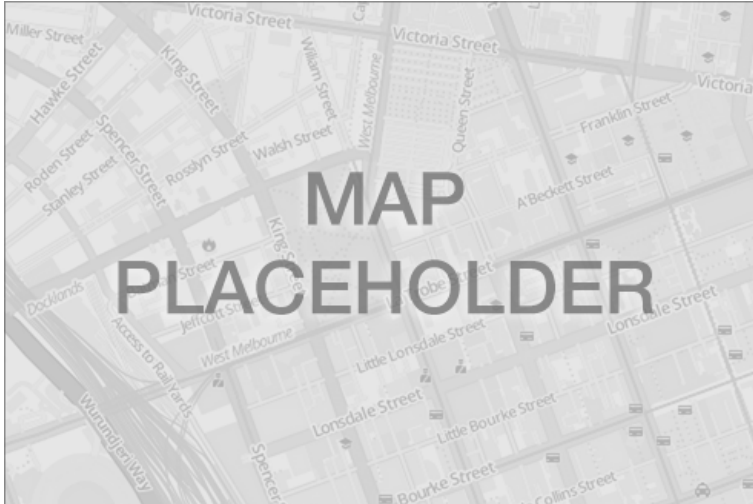
GPC Grants Funding 2026/27

Form Preview

Make sure you provide the same organisation or group name that is listed in official documentation.

Organisation physical address

Address



Organisation postal address

Address

Contact name *

Contact position *

Preferred contact number *

Must be an Australian phone number.

Secondary contact number

Must be an Australian phone number.

Preferred email address *

Must be an email address.

GPC Grants Funding 2026/27

Form Preview

Secondary email address

Must be an email address.

Organisation website *

Must be a URL. Can be the hyperlink to your social media page. Group must have an online presence.

Organisation Social Media page

Must be a URL.

Part C - Organisation Details

* indicates a required field

What is your organisation's purpose or mission? *

Organisation Category: Please select which category your organisation falls into.

*

- ☐ Community group
- ☐ General not-for-profit organisation
- ☐ Charity organisation
- ☐ Other:

Please choose the option that best applies to your organisation.

What is your organisation's legal structure? *

- ☐ Unincorporated association
- ☐ Incorporated association
- ☐ Indigenous corporation, association or cooperative
- ☐ Organisation established through specific legislation
- ☐ Trust
- ☐ Unknown
- ☐ Other:

If your organisation is unincorporated, it must have an auspice organisation.

Does your organisation have public liability insurance? *

- ☐ Yes - \$10 million and above
- ☐ Yes - under \$10 million
- ☐ No

Does your organisation have an ABN? *

- ☐ Yes
- ☐ No

GPC Grants Funding 2026/27

Form Preview

Organisation ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity Name	
ABN Status	
Entity Type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main Business Location	

Part D - Initiative Details

* indicates a required field

Initiative title *

Word count:

Must be no more than 25 words.

Provide a name for your project/program/initiative. Your title should be short but descriptive.

Port Community *

- ☐ Bundaberg
- ☐ Gladstone
- ☐ Rockhampton

No more than 1 choice may be selected.

N.B. If there is overlap across port communities, please provide this information in a further section of this submission.

Anticipated start date *

Anticipated end date *

Please provide a short summary of your initiative and what specifically the funding will support? *

GPC Grants Funding 2026/27

Form Preview

Word count:

In 500 words or less, please list the exact activities or items that potential funding from GPC would support. N.B. Be mindful of items that are not considered eligible for funding.

How does the initiative support GPC's brand of Growth, Prosperity, Community? *

If successful, how will this initiative address a need in the community? *

Tell us why your initiative is needed, and why you believe the activities you propose will produce the outcomes you seek. Provide statistics/evidence (where available) of both the need and the link between the work you will do and the outcomes you seek.

If applicable, provide details of other sponsors/supporters or funding already secured.

Please provide the names of organisations that have already approved funding or that you have approached.

Part E - Outcomes

* indicates a required field

Who are the expected primary beneficiaries of this project/program? *

Please choose only the group/s that are at the very core of this project/initiative.

What focus area does this initiative align with? *

- ☐ Community Infrastructure & Development
- ☐ Environment
- ☐ First Nations
- ☐ Future Jobs
- ☐ Social Support

Please explain how this initiative will demonstrate alignment to the following expanded focus area/s: *

- ☐ Community Infrastructure & Development - Improve liveability and accessibility
- ☐ Community Infrastructure & Development - Community engagement
- ☐ Environment - Support recreational and/or First Nations fishing*
- ☐ Environment - Promote a sustainable harbour
- ☐ Environment - Support the natural environment
- ☐ First Nations - Strengthen cultural education and awareness
- ☐ Future Jobs - Support and resources for skill development and career pathways
- ☐ Social Support - Wellbeing, safety and inclusion for community members

GPC Grants Funding 2026/27

Form Preview

- ☐ Social Support - Mental health and family support
☐ Other:

At least 1 choice must be selected.

NOTE: One expanded Focus Area only is the preference. *Denotes an additional funding area in 2026.

How will your initiative demonstrate alignment to your selected focus area/s? *

(150 words maximum)

Part F - Promotion and Acknowledgement

Acknowledgement

Please list the entitlements and activities that your organisation would be prepared to offer if you were successful in receiving funding.

List of items

Explanatory notes

N.B. Please select all the items your organisation are committed to providing	Add notes if you need to provide more context.
☐ GPC representative attendance ☐ GPC representative speaking opportunity ☐ Inclusion in emails to members/database ☐ Print media - GPC acknowledgement/logo ☐ Print media - GPC opportunity to provide artwork ☐ Social Media - e.g. Facebook tag or post ☐ Radio / TV - GPC acknowledgement ☐ Website - GPC acknowledgement ☐ Newsletter inclusion ☐ Flyers/Publications - GPC acknowledgement ☐ Temporary or permanent signage ☐ Acknowledgement of GPC infrastructure or venue ☐ Opportunity to provide branded merchandise or be acknowledged on branded merchandise ☐ Opportunity for site / inclusion in activity ☐ Other: 	

Additional acknowledgement

GPC Grants Funding 2026/27

Form Preview

Please attach relevant supporting documentation, if required

Attach a file:

Examples may be a draft flyer, sponsorship prospectus or marketing tool for your initiative. Only attach Word or PDF files.

Part G - Initiative Budget

* indicates a required field

Grant Funding Amount *

- ☐ \$1,000
☐ \$2,500
☐ \$5,000

No more than 1 choice may be selected.
GST will be added, if applicable.

Total Initiative/Project/Program Cost *

\$

What is the total budgeted cost (dollars) of your project?

Initiative Budget (Income)

Please outline your initiative income in the budget table below, including details of other income or funding that you have applied for, whether it has been confirmed or not.

Income description	Income type	Is this funding confirmed?	Income amount (budgeted)	Notes
	 Other:		\$	
Provide a clear description for each budget item. Examples of income could include 'council community grant', 'trivia fundraising night', 'company X sponsorship'.	Please select the type of income		Enter the total amount expected to be received. Must be a dollar amount.	Add notes if you need to provide more context

Initiative Budget (Expenditure)

Please outline your initiative expenses in the expenditure table below.

Expenditure description	Expenditure type	Expenditure amount (budgeted)	Notes
		\$	
Provide clear descriptions for each budget item.	Please select the type of expenditure.	Enter the total amount to be expended on this budget item.	Add notes if you need to provide more context.

GPC Grants Funding 2026/27

Form Preview

		Must be a dollar amount.	
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Budget Totals

Total Income Amount

\$

This number/amount is calculated.

Total Expenditure Amount

\$

This number/amount is calculated.

Income - Expenditure

This number/amount is calculated.

Part H - Applicant Capacity

* indicates a required field

Now that we know about your initiative/project/program, we want to find out more about your organisation's ability to undertake the work you propose. Please provide some information about your organisation that will give us confidence that you can complete the initiative you've described in this application. *

Include in this section information about your strategies for providing the inputs (money, staff/ volunteers time/expertise, equipment, facilities, pro bono or in-kind contributions, advocacy, etc.) and how you will complete this project/program within the proposed timelines. Provide information also about any past work that may demonstrate your organisation's capacity to undertake this work.

This is your chance to include any additional information you feel will be beneficial to your submission.

Attach a file:

Please include PDF or Word files only.

Part I - Certification

* indicates a required field

Submission

This section must be completed by an appropriately authorised person on behalf of the applicant organisation (may be different to the contact person listed earlier in this application form).

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the applicant organisation is approved for this funding, we will be required to accept the terms and conditions of the funding as outlined in the provided approval documentation.

I agree *

☐ Yes

GPC Grants Funding 2026/27

Form Preview

Name of submitting person *

Title	First Name	Last Name

Must be a staff member, trustee or appropriately authorised volunteer

Position *

Position held in applicant organisation (e.g. CEO or Treasurer)

Phone number *

Must be an Australian phone number.
We may contact you to verify that this application is authorised by the applicant organisation

Email *

Must be an email address.