

Community Facility Fund

Project Brief 2024-2025

The Community Facility Fund (CFF) assists incorporated not-for-profit organisations within the Shire of Murray to deliver well-planned sport, recreation and community infrastructure projects that contribute to a vibrant inclusive and healthy community.

All organisation wanting to apply for CFF must first complete this project brief which will capture the key points and focus on your application.

This project brief will be presented to relevant Shire staff to provide feedback, advice and information to help strengthen your organisation application, this information will be relayed to the primary grant contact using the contact details on this form.

Contact Details

Contact Name:

Contact Email:

Contact Phone Number:

Name of Organisation:

What is your project? Please tick what applies

A new building	
Building additions, improvement, and major refurbishments	
Supporting infrastructure such as fixed goals or cricket nets	
New sporting infrastructure such as fixed foals or cricket nets	
Forward planning/feasibility studies/needs analysis or any other infrastructure plan	

Project Details

Project Name:

Location (facility, reserve):

Tell us about your project (minimum 200 words)

Do you lease or manage this facility from the Shire?

Why is this infrastructure important for your venue?

Who is your preferred contractor – if already sought?

What will the role of the contractor be?

Will volunteers be involved in the project?

What role will the volunteers play as part of this project?

Approximate cost of the project? Ex GST

Please tick and provide the following supporting documentation:

Quotes	Aerial Designs	Floor Plans
Drawings with dimensions	Aerial Images	Photos
Lease	Management Agreement	Incorporations Certificate

What percentage of financial contribution will the organisation be providing? E.g 30% of total project cost

Are you considering applying for the Department of Local Government, Sport and Cultural Industries; Community Sport and Recreation Facility Funding?

Send the completed project brief to mailbag@murray.wa.gov.au