

**Trust of Elsie Murray**  
**APPLICATION GUIDELINES**

**The Trust of Elsie Murray was established under the terms of the Will of Elsie Murray.**

**PURPOSE OF FUND**

The purpose of the Fund is to support 'the relief and assistance of indigent persons residing in Echuca or its surrounding district. The Fund will also provide financial assistance to any institution, organisation or body at Echuca whose object is charitable'. Preference will be given to elderly persons and applicants in financial need who require assistance for current, short-term financial difficulties.

***Grant Application Procedures***

- Applications are reviewed regularly.
- Applications are accepted from applicants who have resided for more than one year in Echuca or its surrounding district.
- The Trustee selects successful applicants.
- Referees may be contacted for verification of details supplied by the applicant.

The Trustee requests that applications include:

- A completed grant application form
- A one-page letter describing:
  - The reason why funds are being sought
  - A summary of your fortnightly budget
  - Details of any funding you have received in the past
  - Any other details that may define your current financial situation
- Confirmation of income details (e.g. pension statement)
- Brief one page résumé including two referees
- Consent of other persons identified in this application to the disclosure of their personal information.

If you are providing personal information relating to another person it must only be provided if the consent of that person has been obtained.

If any documents provided with your application need to be returned, please include a stamped self-addressed envelope with your application.

The Trustee does not notify applicants of the receipt of their applications. However, the Trustee endeavours to inform all applicants of the outcome of their application within eight to ten weeks of receipt.

The Trustee considers all applications to determine whether the application fits the purposes of The Fund. It reserves its discretion to decline to grant. It is the policy of The Fund not to provide reasons for declining an application.

***Applicants should note that where an application is successful, funding is forwarded directly to the service provider / vendor in relation to which funding has been sought.***

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Applications (including this application form) and relevant supporting material can be sent to either:

[charitabletrusts@statetrustees.com.au](mailto:charitabletrusts@statetrustees.com.au)

or

Charitable Trusts  
State Trustees  
GPO Box 1461N  
Melbourne VIC 3001

The Trustee may from time to time modify the procedure that it requests applicants to follow when making applications.

