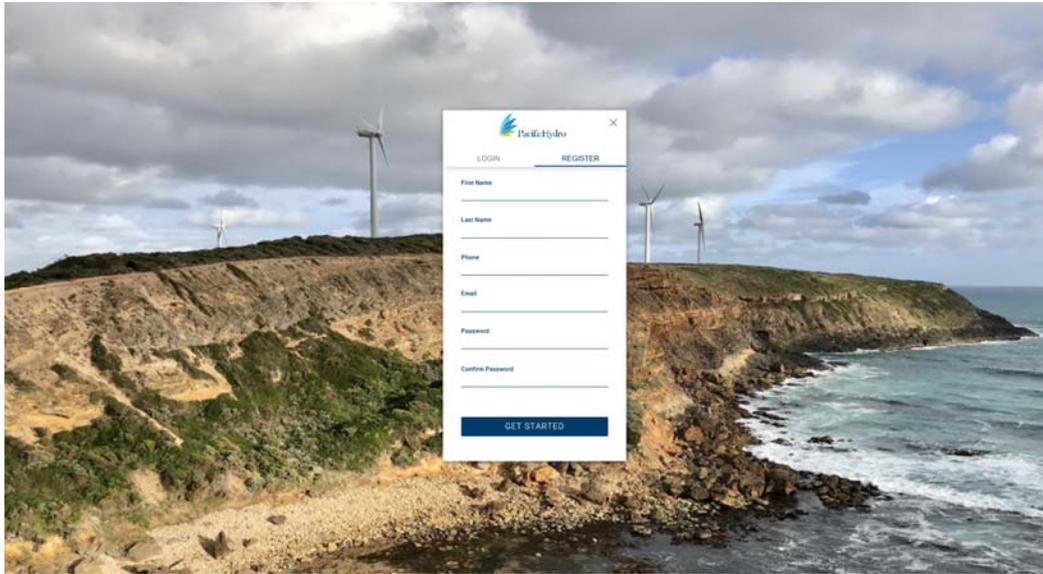


2020 Sustainable Communities Fund – online Application Instructions

1. Fill out details to register for an account [here](#)



2. An email will be sent to the registered email address. Click on the “verify your email” link and login using your email address and password. (The email may go into your spam/junk folder). If you don’t receive the email or if the email link doesn’t work, you can still login [here](#).



Hi there!

You are almost finished setting up your Enquire account. To complete the setup click the link below to verify your email address. Once you are logged in, you will be able to create a Client Account for your Organisation. You will also need to enter names and email addresses in the contacts section for all others in your organisation that will require logins (eg. Project Manager, Authorised Officer).

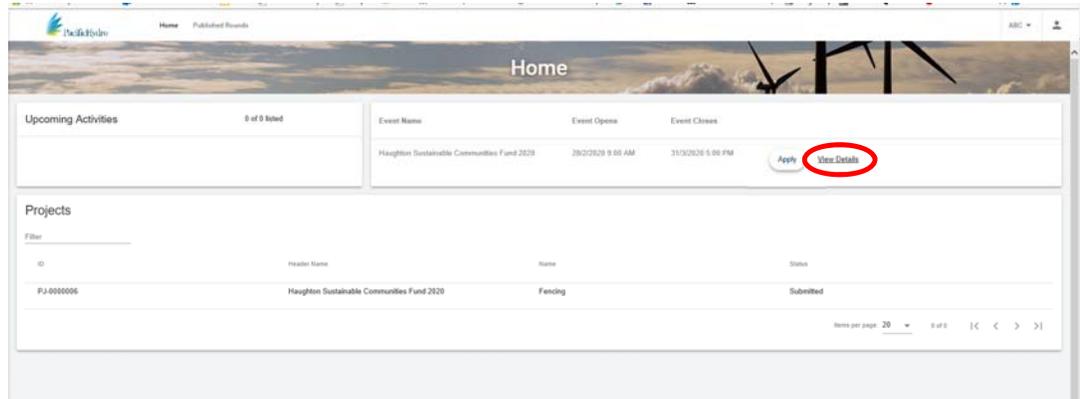
[Verify your email address](#)

If you didn't sign up for an Enquire account, you can ignore this email

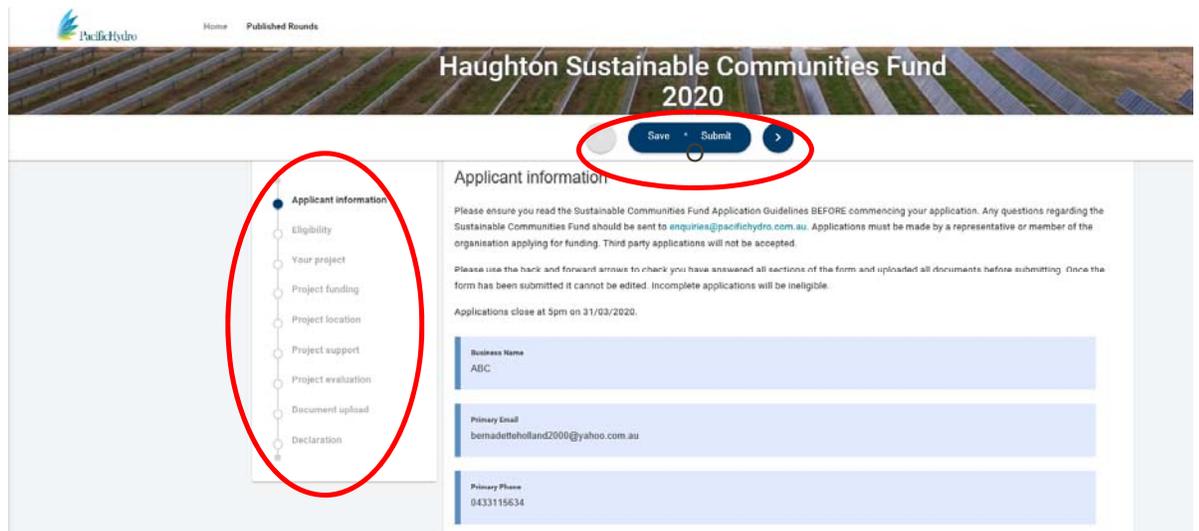
Thanks,
The Enquire Team

3. Select “Register” under the Organisation Account tab, fill in details then save
4. You should now see the Home screen with the available funds

- under “Event Name” select “View Details” to view important fund information.



- Please read the fund details as well as the Sustainable Communities Fund Guidelines before commencing your application.
- Once you have read these select “Apply” on the appropriate fund
- Use the forward and backward arrows or left-hand menu to navigate through the form and save before exiting. Do not hit submit until all questions have been answered and all documents have been uploaded. The application cannot be edited once it has been submitted. Applications that are incomplete or without the necessary attachments will not be eligible.



- You will receive an email confirmation with a pdf of your application. If your application is incomplete you will need to complete another application form.