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| Timetable of Property Use Template |
| 2023-24 Multicultural Community Infrastructure Fund (MCIF) |
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DFFH is seeking to understand the regular schedule of activities at the project property your organisation is seeking grant funds for.

* Please provide the timetable details for how the property you are seeking grant funds for was used by your community members for the previous week/month.
* Please also add special monthly or annual festivals or events held at the property at the bottom of the table.

**EXAMPLE:**

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| --- | --- | --- | --- | --- | --- | --- |
| **Day of the Week and Date** | **Name of Activity / Meeting / Event**  (Include all scheduled activities that took place in the property in the previous week such as Cultural, Faith, Meeting and Room Hire activities) | **Start Time**  (e.g. 10:00 or 10am) | **End Time**  (e.g. 11:30 or 11.30am) | **Total Time in Hours**  (e.g. 1.5 hrs) | **Number of People Attending** | **Specific Group participating / Target Group**  (e.g. All, Seniors, Youth, Women, Men etc.) |
| *Monday 7 August* | *Seniors Coffee Group* | *11:00* | *13:00* | *2* | *9* | *Seniors* |
| *Tuesday 8 August* | *Dance Practice* | *18:00* | *19:00* | *1* | *32* | *Youth, All* |
| *Wednesday 9 August* | *Mid-Week Prayer Service* | *17:30* | *18:15* | *0.75* | *64* | *All* |
| *Thursday 10 August* | *Women’s Book Club Meeting* | *14:00* | *15:00* | *1* | *12* | *Women* |
| ***TOTAL – Previous Week*** |  |  |  | ***4.75*** | ***117*** |  |
| *Special / Annual Event: Friday 7 July* | *Member’s Annual Traditional Dinner Event* | *18:30* | *21:30* | *3* | *124* | *All* |
| **TOTAL – Special Events** |  |  |  | ***3*** | ***124*** |  |

## Project Plan

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| --- | --- | --- | --- |
| **Organisation name:** |  | **Contact person name:** |  |
| **Project name:** |  | **Contact email address:** |  |

Please add additional rows if required.

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| **Day of the Week and Date** | **Name of Activity / Meeting / Event**  (Include all scheduled activities that took place in the property the previous week such as Cultural, Faith, Meeting and Room Hire activities) | **Start Time**  (e.g. 10:00 or 10am) | **End Time**  (e.g. 11:30 or 11.30am) | **Total Time in Hours**  (e.g. 1.5 hrs) | **Number of People Attending** | **Specific Group participating / Target Group**  (e.g. All, Seniors, Youth, Women, Men etc.) |
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| **TOTAL – Previous Week** |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |
| **TOTAL – Special Events** |  |  |  |  |  |  |