

Towong Community Bushfire Disaster Relief Fund Grant

GENERAL INFORMATION FOR GRANT APPLICANTS

Border Trust invites grant submissions from not-for-profit, community organisations for projects seeking to support the communities within the Towong Shire affected by the 2019/2020 Bushfires.

We welcome partnerships and encourage applicants to seek funds from a range of sources.

Should you require any further information or would like to discuss your project or eligibility prior to applying, please contact Michael Salter, Grants Coordinator on 0400 550 791 or grants@bordertrust.org.au

MISSION

The mission of the Community Foundation for the Albury Wodonga Region (Border Trust) is to promote and build a resourceful and sharing community by encouraging and enabling local philanthropy.

PURPOSE

The purpose of the Towong Community Bushfire Disaster Relief Fund Grant Program is to provide funds for the relief of people in the community in distress as a result of the 2019-2020 Victorian Bushfires, including relief by way of assistance to re-establish a community.

SPECIFIC GRANTING AIMS

Round 1 of the program aims to support the recovery of communities within the Towong Shire affected by the 2019/2020 bushfires through the following focus areas:

- Health & wellbeing initiatives for the long-term recovery of people affected by fire
- Programs, events, and initiatives that support the development of emerging leaders in the bushfire affected areas
- Events and initiatives that promote social cohesion, reduce social isolation, build community resilience and connect bushfire affected communities
- Projects addressing the relief, recovery and re-establishing of a community.

GRANT AMOUNT

Round 1 of the grant program is primarily targeting applications up to \$50,000. Applications for funding greater than \$50,000 may be considered in future rounds. Please contact the Grant Coordinator on 0400 550 791 to discuss your application beforehand, if this is the case.

ELIGIBILITY

This grant program supports the recovery of communities located within the Towong Shire.

To be eligible, your organisation must:

- Be a not-for-profit community-based organisation which functions for charitable purposes
- Operate for the benefit of communities within the Towong Shire
- Have a registered ABN or Incorporated Association Number
- Organisations with, and without, Deductible Gift Recipient (DGR Item 1) status are invited to apply
- Meet any other specific eligibility requirements as noted
- Registration with the Australian Charities and Not-for-Profit Commission (ACNC) is strongly preferred.

Key Dates – Round 1

- Open 8th November 2021 - Close 11th February 2022
- Applications can be submitted at any time during this period
- Grant distributed April 2022
- Projects are funded for a one-year time frame, unless otherwise agreed with Border Trust.

Applications

- **ALL applications are to be submitted electronically** via the Border Trust website:

<https://www.bordertrust.org.au/granting/towong-community-bushfire-relief-fund/>

We recommend preparing your application content in a Word document and then transferring your final application content to the online electronic application platform. *To support your preparation for the Electronic Application, all application questions are listed at the end of this document*

- All questions in the Application must be completed
- The application must be authorised by the head of the Organisation, being Chief Executive Officer, or equivalent representative.

What We Are Most Likely to Fund

- Activity which has ongoing benefit to the communities affected by the 2019/2020 bushfires as per the Specific Granting Aims as outlined above
- Initiatives that have demonstrated community support
- Projects which encourage partnerships
- Innovative & inclusive undertakings
- Projects which are in keeping with the mission and aims of Border Trust and those of our granting partners
- Please note: The encouragement or advancement of sport, recreation and social activities is not considered a charitable activity by the Australian Taxation Office. Applications from sporting organisations therefore need to clearly demonstrate a benefit to the wider community and should indicate which other local organisations are involved.

What we are less likely to fund

- Capital works
- Ongoing salaries
- Projects in successive years where progress and/or stages of development are not fully explained.

What We Do Not Fund

- Recreational or commercial sporting activities
- Projects for private benefit or individuals
- Activities or events that have commenced or already taken place.

If Successful, your Organisation will be required to

- Meet the terms and conditions under the Grant Agreement
- Acknowledge the support from Border Trust and grant partner/s in all printed material and publicity regarding the funded project, and
- Provide progress reports and a satisfactory acquittal as outlined in Grant Agreement.

How your application will be considered

- Receipt of your application will be acknowledged via email within 7 days
- The Grant Committee will be made up of members of Border Trust and community representatives. They will meet to consider all applications and will provide advice to Border Trust's Board. Border Trust will make all decisions concerning grants
- In order to give organisations as much opportunity as possible to be successful, you may be contacted for further information prior to Committee meeting
- *Please note* that it is not considered appropriate to lobby members of Border Trust or the Grant Committees or Partners personally in relation to your application.

Border Trust will unfortunately not be in a position to fund every application it receives. It is important to state that an unsuccessful application does not reflect the value of the project, and that many very worthwhile projects may not receive funding. Border Trust will be pleased to discuss other options that may be available to you in this regard.

How we will let you know the outcome

All applicants will be notified via email of the outcome of their application.

If your application is successful

- You will be required to enter into a Grant Agreement with Border Trust outlining the terms and conditions for use of the Grant
- The Grant must be used within twelve months of the date of acceptance. An extension may be granted in exceptional circumstances
- Agreement Commencement Date: Date of Signing
- You will be requested to provide a short mid-term report on the progress of your project and accommodate a visit from a Border Trust representative during the course of the Grant Agreement
- You will be required to acquit your project in accordance with the Grant Agreement within two months of project completion
- You will be requested to acknowledge the support of Border Trust and Grant Partners in all printed material and publicity
- You will be requested to be available for Border Trust media purposes
- You will be requested to promote and support Border Trust where possible & stay connected with our activities
- You will be listed and showcased on the Border Trust website
- You will be invited to attend "The Big GIVE", Border Trust's Annual Showcase & Grant Presentation event, held annually in May.



Your 100% local Community Foundation

November 2021

ALL applications are to be submitted electronically via the electronic application platform at <https://www.bordertrust.org.au/granting/towong-community-bushfire-relief-fund/>

Applicants are to complete the following questions as part of the application.

WHAT DOES YOUR ORGANISATION DO? (350 words) <i>An overview focusing on the activities and programs you deliver.</i>
PROJECT DESCRIPTION (350 words) <i>Tell us about your project</i>
PROJECT SUMMARY (100 words) <i>A brief 2-3 sentence summary of your project for marketing purposes, including specifically what the funds would be used for</i>
WHY DOES THIS WORK NEED TO BE DONE? (250 words) <i>The specific issue or need you want to address and how it relates to relief, recovery and re-establishing a community impacted by the 2019/2020 bushfires. How have you identified the issue / need?</i>
WHO HAVE YOU CONSULTED WITH? <i>We strongly recommend letters of support are obtained and submitted with your application</i>
WHAT WILL YOU DO? (300 words) <i>Include specific activities that will take place, when they will occur and where they will take place.</i>
WHO WILL BENEFIT? (200 words) <i>The specific target population that will participate in and/or benefit from this project, including number of people, age, gender, region and other demographics.</i>
TIME FRAME <i>When will the project commence? What is the anticipated time frame of the project?</i>
EXPENDITURE <i>What specifically within the project will this grant be used for?</i>
PROJECT BUDGET (template attached) <i>Complete the budget template to provide a project budget including: INCOME: details of other funding (confirmed & applied for) & include in kind contributions EXPENDITURE: breakdown of individual line items (eg, equipment, travel, admin, etc) Attach electronic copy as applicable</i>
WHAT ARE THE EXPECTED OUTCOMES? (200 words) <i>Outcomes are the effects on participants/beneficiaries from their involvement in the project. What do you want to achieve with the project?</i>
HOW WILL YOU MEASURE THE PROGRAM'S SUCCESS? (200 words) <i>Outline measures of success for the project.</i>
PROJECT SUSTAINABILITY <i>How will the project be sustained following the funding period?</i>
RECOGNITION OF GRANT (50 words) <i>How will you acknowledge Border Trust & the Towong Community Bushfire Disaster Relief Fund's contribution to your project, eg, organisation's newsletter, annual report, social media, website.</i>
EVALUATION & ACQUITTAL OF THE PROJECT. (200 words) <i>Note: you will be required to provide acquittal information and evaluation at project end. How will you judge whether your project was successful? How will you measure whether you reached the people you set out to reach? What sort of records will you keep (e.g. minutes of meetings, records of events, number of participants)? Who will you involve in assessing how well the project worked (e.g. participants, community members, service providers)? How will you obtain your information for your evaluation (e.g. survey, interviews, group discussions)?</i>