

GENERAL INFORMATION FOR APPLICANTS

2023 Community Granting Program

Handbury Foundation - Ace Radio 1494 2AY & Edge FM

In partnership with Handbury Foundation, ACE Radio 2AY & Edge FM, Border Trust invites submissions from not-for-profit, community organisations seeking to deliver community-based projects within Border Communities.

Should you require any further information or wish to discuss your project or eligibility prior to applying, please contact Glenys Atkins, Border Trust Grant Coordinator on 0447 684 506 or grants@bordertrust.org.au

Key Dates

- Opens 20th February & Closes 4th April 2023
- Funding is for projects commencing from 1st June 2023
- Successful applicants will be advised by email and announced / interviewed on-air
- Projects are funded for a one-year time frame.

Applications

ALL applications are to be submitted electronically

- Online application form is available on the Border Trust website at <https://www.bordertrust.org.au/granting/ace-radio-2ay-edge-fm-grants/>
- All questions listed on the Application must be completed
- We recommend preparing your questions in a word document ready to cut and paste into the online application platform (*all questions are listed on page 3 of this document*)
- The online application platform enables you to save your content as you move through the document. *Note: notifications to your email address from the online platform may automatically go to your junk mail folder. If you have difficulty saving or submitting your online application, check your junk mail folder for instructions from the platform*
- The declaration must be acknowledged by the head of the Organization, being Chief Executive Officer, or equivalent representative.

Eligibility

- Organisations must have an active ABN, be not-for-profit, community based and function for charitable purposes
- Registration with the Australian Charities & Not for Profit Commission (ACNC) is strongly preferred
- Organisations must be based in, and provide benefit for, the people of the Albury Wodonga Region and surrounds
- Organisations with, and without, Deductible Gift Recipient (DGR Item 1) status are invited to apply.

Grant Amount

- Small Grants of between \$1,000 and \$5,000 will be awarded
- In exceptional circumstances, Grants between \$5,000 - \$10,000 may be awarded. Please contact Border Trust to discuss your project prior to applying.

In all instances, we welcome partnerships and encourage applicants to seek funds from a range of sources.

Granting Focus

- Our community granting aims to provide assistance to a broad range of charitable initiatives that improve community wellbeing

What We Are Most Likely to Fund

- Activity which has ongoing benefit to the community
- Initiatives which support and improve the lives of vulnerable members of our community
- Projects that can clearly demonstrate positive outcomes
- Projects which are in keeping with the mission and aims of Border Trust and those of our granting partners, Handbury Foundation, Ace Radio 1494 2AY and Edge FM.

What We Are Less Likely to Fund

- Capital works
- Ongoing salaries
- Projects in successive years.

Please note: The encouragement or advancement of sport, recreation and social activities is not considered a charitable activity by the Australian Taxation Office.

Therefore, applications from sporting organisations need to clearly demonstrate a benefit to the wider community and should clearly indicate which other local organisations are involved.

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

- Enter into a Grant Agreement with Border Trust outlining the terms and conditions for use of the Grant
- Acknowledge the support from Handbury Foundation, ACE Radio 2AY & Edge FM together with Border Trust in all printed material and publicity regarding the funded project, and
- Provide progress reports and a satisfactory acquittal as outlined in Grant Agreement.

If Successful, Your Organisation Will Be Requested To

- Be available for media and website purposes as requested
- Attend Border Trust's annual showcase and grant presentation event, the Big Give to be held at 5.30pm Thursday 25th May 2023 at the Atura, Albury

HOW YOUR APPLICATION WILL BE CONSIDERED

- Receipt of your application will be acknowledged by email
- The Grant Making Committee will meet to consider all applications
- In order to give organisations as much opportunity as possible to be successful, you may be contacted for further information
- *Please note* that it is not considered appropriate to lobby members of Border Trust, the Grant Committee or Partners personally in relation to your application.

Unfortunately, this Grant Program will be unable 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 by no later than 9th May 2023.

Online Application Content

To assist you in submitting your online application, the following is a summary of the questions you will be required to complete. We recommend preparing the content in a word document ready to cut and paste into the online application platform.

SECTION ONE – ORGANISATION DETAILS

Name of Organisation

Main Activity of Organisation

Location Address

Mail Address

Website

Head of Organisation (CEO or equivalent) Name / Title / Mobile / Email

Project Manager (if different to Head of Organisation) Name / Position / Mobile / Email

ABN

Evidence of: DGR (Deductible Gift Recipients) Item 1 Charitable Organisation Status / ITEC (Income Tax Exempt) Status / ACNC Registration (Australian Charities & Not For Profit Commission)

Funding Amount Requested \$

Audit / Auditor Details and/or Financial records

Committee (Office Bearers Only) Position Held / Name / Mobile / Email

Staff Responsible for Project - Name / Position / Mobile / Email

Organisation's location

Which region/s will beneficiaries of your project come from

Referee/s - Organisation Name / Contact Person / Contact Details

Funding Received - provide details of any other funding received for this project.

SECTION TWO – PROJECT DETAILS

PROJECT NAME

WHAT DOES YOUR ORGANISATION DO? An overview focusing on the activities and programs you deliver.

PROJECT DESCRIPTION - Summary of your project.

WHY DOES THIS WORK NEED TO BE DONE? The specific issue or need you want to address. How have you identified the issue / need?

WHO HAVE YOU CONSULTED WITH? Who, within the beneficiary community, have you consulted with to ensure this application is a community priority? It is recommended you provide letters of support as part of the application.

WHAT WILL YOU DO? Include specific activities that will take place when they will occur and where they will take place.

WHO WILL BENEFIT? The specific target population that will participate in and/or benefit from this project, including number of people, age, gender, region and other demographics.

TIME FRAME? When will the project commence? What is the anticipated time frame of the project?

EXPENDITURE - What specifically within the project will this grant be used for?

PROJECT BUDGET (attach relevant documentation & template provided).

WHAT ARE THE EXPECTED OUTCOMES? Outcomes are the effects on participants/beneficiaries from their involvement in the project. What do you want to achieve with the project?

HOW WILL YOU MEASURE THE PROGRAM'S SUCCESS? Outline measures of success for the project

PROJECT SUSTAINABILITY - How will the project be sustained following the funding period?

EVALUATION & ACQUITTAL OF THE PROJECT – how will you evaluate the project?