



# Grant Making Guidelines

## *Building Community Wellbeing*

After reading these Guidelines you can obtain an Application Form from our website: <http://www.fleurieucommunityfoundation.org.au>, or by emailing [info@fleurieucommunityfoundation.org.au](mailto:info@fleurieucommunityfoundation.org.au)

**Closing date for applications is Tuesday 25 September 2018**

## About The Fleurieu Community Foundation

The Fleurieu Community Foundation was established in late 2010 as a simple and cost effective way for people to invest in the future of our community. The Foundation aims to build a substantial public fund that will benefit the Fleurieu community through grant making and awards programs. Money is raised through donations, fundraising and bequests.

## Aim of the Grant Program

The Fleurieu Community Foundation – Building Community Wellbeing Grants Program gives grants for charitable purposes in the Fleurieu region with a focus on community health and wellbeing, community development, education, environmental and cultural projects.

Priority will be given to projects that support the following areas of focus:

- **People with a Disability** – to develop resourcefulness, living skills and confidence that facilitate self-reliance and participation in the community.
- **Mental Health** – programs and initiatives that support positive mental health and wellbeing for people of any age.
- **Fostering Youth Leadership** – programs and initiatives that foster leadership by young men and women (aged 13 to 25)
- **Homelessness** – projects that respond to homelessness and local housing needs

A total amount of \$1,000 has been allocated. In order to assist as many groups/projects as possible, applications for small amounts are encouraged.

## What can be funded?

The Fleurieu Community Foundation is endorsed by the Australian Taxation Office as a Tax Concession Charity and therefore required to fund projects that are charitable in nature. For more information on charities and charitable purposes, go to the Australian Charities and Not-for-profits Commission website [www.acnc.gov.au](http://www.acnc.gov.au)

In addition to being for charitable purposes, applications should preferably have the following characteristics:

- Demonstrate that a grant is necessary for the project to be able to proceed.
- Address identified areas of need within the community.
- Have long term benefits for the community.
- Have a realistic chance of success.
- Encourage community participation.
- Help find solutions to community problems.
- Demonstrate cooperation with other organisations.
- Where possible include a financial and or in-kind contribution.
- Clearly define a plan and budget.

## What cannot be funded?

- Projects which are not considered to be for “charitable purposes”. Government departments and organisations are not considered charitable by the Australian Taxation Office and will need to demonstrate that the activity is in addition to its core purpose.
- Ongoing operational and administrative costs.
- Projects that give donations to other organisations.
- Projects for which there is a more appropriate funding source.
- Projects which duplicate an existing program or service.
- Applications from individuals.

- Fundraising purposes.
- Reimbursement of money already spent.
- Projects that have already occurred or will occur before being advised of the outcome of the application.

### **Who is eligible for funding?**

The Fleurieu Community Foundation gives grants to not for profit organisations that operate in one or all of the following local government areas:

- Alexandrina Council
- City of Victor Harbor
- District Council of Yankalilla

Organisations outside these areas are eligible to apply but must be able to demonstrate that the project will primarily impact upon residents in these local government areas.

### **Points to note**

If the requested grant represents only part of the total funding required for the project, details of how the balance is to be realised must be provided. The balance could include fundraising, other grants, donations, and existing funds, volunteer or in-kind support.

It is expected that projects would normally be completed within twelve months of funding being received.

Successful applicants will be required to sign a Grant Agreement. Appropriate acknowledgement of the support of the Fleurieu Community Foundation should be given in promotional materials and reports. At the end of the project a brief report and expenditure statement must be provided.

### **Application Assessment Process**

All applications will be assessed on merit, based largely on the written information provided and will consider the following:

- If the application meets the eligibility criteria and guidelines
- Equitable distribution. The Fleurieu Community Foundation aims to provide equitable funding allocations across the Fleurieu region.
- The number and range of applications received and funds available to distribute.

To ensure that informed decisions are made, on occasions, applicants may be requested to provide further information.

The Board of Directors has the final approval for the distribution of grants. Timing of decisions will be dependent on Board meetings. Applicants will be notified in writing of the outcome of their application.

The Foundation will publicly inform the community about grant making decisions on it's our website, in newsletters, and via media releases.



## **Application Procedure**

Grant making rounds are publicly announced through the Foundation's website or via media release in local media outlets.

Applications must be on the Fleurieu Community Foundation Grant Application Form.

It is highly recommended that applicants discuss their project idea with the Foundation prior to preparing an application for funding, by phoning Mark Oliphant on 8551 0540 or email [moliphant@victor.sa.gov.au](mailto:moliphant@victor.sa.gov.au)

The Grant Application form can be obtained by visiting our website [www.fleurieucommunityfoundation.org.au](http://www.fleurieucommunityfoundation.org.au) or emailing [info@fleurieucommunityfoundation.org.au](mailto:info@fleurieucommunityfoundation.org.au)

The completed Application together with essential additional information and supporting documentation should be sent to:

[info@fleurieucommunityfoundation.org.au](mailto:info@fleurieucommunityfoundation.org.au)

or

Fleurieu Community Foundation Ltd  
PO Box 246  
Victor Harbor SA 5211