

## 2018 Impact100 WA Grant - Initial Application Guidelines

Our grant strategy includes making at least one Primary Grant of \$100,000 each year. Competitive applicants will demonstrate high impact with this \$100,000 grant.

### Key Objectives

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In 2018 Impact100 WA will consider applications for defined projects that;

- Make a significant and measurable difference to an under-served cause or population.
- Target a specific need, for a specific duration and with specific measurable goals to be achieved.
- Priority will be given to projects that deliver more widespread benefit.
- Priority will be given to lesser-known Western Australian based not-for-profit organisations.
- Applications are invited for the following focus areas:
  - **Arts & Culture** - Initiatives that cultivate, develop, and enhance the cultural and artistic climate in WA.
  - **Education** - Initiatives that provide learning opportunities or improve access to education for children and/or adults in WA.
  - **Environment** - Initiatives that restore, preserve, revitalise or enhance the natural or recreational surroundings of WA.
  - **Health & Wellness** - Initiatives that positively impact the mental and/or physical well-being of people in WA.
  - **Family & Community** - Initiatives that strengthen and enhance the lives of children, families and communities in WA

### Eligibility

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Impact100 WA, in conjunction with Australian Communities Foundation, has developed the following criteria and guidelines and will only receive applications which meet the following:

- Are aligned with all of Impact100 WA's key objectives and at least one of our focus areas (see above).
- Have income tax charity endorsement from the Australian Taxation Office (TCC status).
- Have Deductible Gift Recipient - Item 1 status.
- Have been operating for at least 36 months

Further,

- The Primary Grants are for \$100,000 and proposed projects are expected to utilise the full amount.
- Applications will be accepted from all states and territories of Australia for projects conducted within Western Australia and benefitting Western Australians.
- We have a strong preference for organisations with an operating budget of under \$5 million and over \$50,000. Applications from organisations with an operating budget outside this amount will be accepted at the discretion of the Impact100 WA committee.
- Impact100 WA prefer to be a primary funding partner for the project.

Please note:

- All recommendations for funding are at the discretion of the committee and subject to approval by Australian Communities Foundation as Trustee.
- Reasons your application was not successful, will not necessarily be given.
- It is expected that the grant funds will be expended within 12 to 24 months.

### **Expenditure that will not be considered for funding**

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Expenditure that will not be considered for funding includes:

- General operating expenses
- Debt reduction or operational deficits
- Operational salaries (salaries tied to a program will be considered)
- Fundraising activities or events
- Religious organisations where the grant is intended for the principal benefit of the organisation's own members or adherents, or where the grant is intended for inherently religious activities.

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- Legal expenses
- General construction, capital campaign or renovation that is unrelated to a specific proposed project or program.
- Travel outside Australia.
- Projects that should be funded by the Government or other relevant bodies.

NB. Our guidelines continue to evolve and Impact100 WA reserves the right to change its criteria without notice at any time.

## Timing

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Key dates in 2018 are as follows:

Date	Time	
23 March		Applications open
4 April	10am	Workshop for Potential Applicants, in the CBD (email us for details)
25 May	12pm	Deadline for initial initial applications.
15 June		Impact100 WA will advise applicants whether they have made the initial shortlist, to proceed to full application process.
27 July	12pm	Deadline for grant full applications.
Aug/Sept		Site visits to organisations who have submitted full application
21 Sept		Impact100 WA will advise applicants whether they have made the final shortlist. All finalists will have assistance to prepare a 6 minute presentation to be given at our Grant Awards Dinner.
30 Oct		Annual Grant Awards Dinner held, finalists make presentations and a poll of members is taken to award Primary Grant/s.
Nov/Dec		Grant/s will be made

## Applying for Funding

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Applications should be **no more than 4 pages long** and all the following points/questions should be addressed, **in the listed order**.

Please submit applications via email to [grants@impact100wa.org.au](mailto:grants@impact100wa.org.au) by **12 noon on Friday 25<sup>th</sup> May 2018**.

1. Organisation's legal name, ABN, address, telephone, email and web address
2. Contact for the application: name, title, phone and email
3. Confirm that your organisation has DGR item 1 status and TCC status.
4. What is your organisation's mission, objectives, date of establishment, key areas of operation, target population and annual operating turnover (in dot points, please).
5. Which of our five focus areas does this application target (only one may be specified)?
6. Name the project needing funding (this is important for us in order to identify it).
7. Describe the project in a few sentences. Include a description of the activities that you will undertake.
8. List the specific measurable outcomes of the project.
9. Specify who/what will benefit from the project and how. Include number of beneficiaries (if possible) and indicating both short and long term benefits.
10. How will this grant benefit your organisation specifically?
11. Why is this project important and why is your organisation the right organisation to drive it?
12. Please provide a brief project timeline, concentrating on beginning and end dates of the project. Include any other key anticipated highlights. It is expected that the funds will be expended within 24 months of grant receipt.
13. Provide a budget for the project including revenue and expenditure. Clearly state how you will allocate the \$100,000 grant from Impact100 WA and advise other confirmed or potential revenue sources or in-kind support.
14. If the project involves other organisations, provide details of the collaboration.

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15. Please provide your two most recent full financial statements and where available your most recent annual report.
16. Briefly provide any other points of particular importance or interest relating to this project or program. This might include relevant research or statistics, past successes, established funding partners, leadership figures involved, unique characteristics, quotes etc.
17. How did you find out about Impact100 WA and this grant?

Please note:

- You should ensure your organisation is eligible and that the project meets objectives before applying.
- The Impact100 WA committee reserves the right to determine final allocation under focus areas.
- Any organisation may submit only one application each year.
- Organisations applying in 2018 may not have previously been awarded an Impact100 WA **Primary** Grant (ie. \$100,000) within the last 5 years.
- You will be advised by mid June whether or not we wish to receive a detailed full grant application from your organisation.
- If your organisation is amongst those selected in the first round of reviews, you will be invited to complete a final application and conduct a site visit before your application is reviewed again. If you are one of the 5 finalists selected at the review of the final applications, you will be required to give a 6 minute presentation at our annual Grant Awards Dinner on Tuesday 30<sup>th</sup> October. This presentation would cover the project and what will be achieved if you receive the grant. This is a further opportunity to promote your cause.

Impact100 WA has been established as a sub-fund of Australian Communities Foundation.

Impact100 WA has appointed an Advisory Committee made up of members which calls for and reviews all applications and makes recommendations for grants to be approved by Australian Communities Foundation as Trustee.

**Any further queries can be addressed to [grants@impact100wa.org.au](mailto:grants@impact100wa.org.au)**