

## **FUNDING APPLICATION GUIDELINES**

Impact100 Fremantle aims to grow a community of donors who each contribute \$1,000 annually and then pool those contributions together to make high impact grants to local non-profit organisations and projects.

Our strategy includes making one primary grant of \$100,000 each year – a game changing grant – empowering a local community organisation to dream bigger.

At an annual Voting and Awards Night held in October, donors choose the grant recipient collectively. Donor involvement and learning is an important part of this strategy and process.

If you are an organisation addressing important social needs in the Fremantle area, this is your chance to receive a game-changing grant to help make your big dreams come true.

### **Key Objectives**

In 2024, Impact100 Fremantle invites applications for initiatives that aim to meet the following objectives:

- Make a significant and measurable difference to an under-served cause or population within the federal seat of Fremantle.
- Address a specific need for a specific duration and achieve specific measurable outcomes.

### **Focus Areas**

In 2024, Impact100 Fremantle is inviting organisations and projects that work within any of the following focus areas to apply.

1. Arts & Culture – Initiatives that cultivate, develop, and enhance the cultural and artistic climate in Fremantle.
2. Education – Initiatives that provide learning opportunities or improve access to education for children and/or adults in Fremantle.
3. Environment – Initiatives that restore, preserve, revitalise or enhance the natural or recreational surroundings of Fremantle.
4. Health & Wellness – Initiatives that positively impact the mental and/or physical well-being of people in Fremantle.
5. Family & Community – Initiatives that strengthen and enhance the lives of children, families and communities in Fremantle.

We are open to all ideas; initiatives may address the focus area through:

- activities - such as the arts, cultural or health-based programs.
- demographics - such as young people, the aged or by gender, racial or cultural grounds.
- causes - such as mental wellbeing, homelessness or social isolation.

### **Collaboration**

There are many For Purpose, or Not For Profit organisations working in Fremantle. Many organisations operate independently, yet have overlapping services. Part of Impact100 Fremantle's approach is to foster collaborative partnerships to leverage and accelerate the amazing work being done across organisations.

Collaboration can be with other NFP organisations, community groups, private businesses or individuals. There is a strong focus on supporting applicants who collaborate and/or form partnerships in their application.

### **Capacity or Project Funding**

From our regular discussions with grantees, we know how important capacity funding is for organisations. Once again, we are open to applications for project funding or capacity support that can grow your organisation's impact and sustainability for the duration of the grant and beyond.

Capacity funding can include operational expenses or staff salaries and wages, that offer your organisation an opportunity to increase your impact.

Expenditure that will not be considered for funding include:

- Debt reduction or operational deficits
- 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
- Legal expenses
- General construction, capital campaign or renovation that are unrelated to a specific proposed project or program
- Travel outside Australia

### **Eligibility**

Impact100 Fremantle will only consider applications from organisations that meet the following criteria:

- Have income tax charity endorsement (TCC) from the Australian Taxation Office.
- Have Deductible Gift Recipient - item 1 status (or be auspiced by an organisation that does)
- Have been operating for at least 36 months or include strong collaboration with a more established organisation
- Your project is aligned with Impact100 Fremantle's key focus areas and objectives

**Further;**

- The maximum grant is \$100,000.
- Applications will be accepted from organisations that deliver services or will deliver a project within the Fremantle Federal geographical area. This includes area in the City of Fremantle, East Fremantle, Cockburn and Melville. For clarification, please contact the Fremantle Foundation
- Project duration – up to 36 months
- All recommendations for funding are at the discretion of the committee. Reasons for rejection of proposals will not necessarily be given

If you are considering applying, we strongly invite you to talk to our staff and committee to assist you with your application. We can talk over ideas you have, any obstacles you think are in the way or simply to get tips from previous years.

**APPLYING FOR FUNDING**

Please see below a sample application form. We will provide a link to the official application form on our website on April 26.

**Key Focus Area**

Which of the 5 Focus Areas you are applying for? (Arts & Culture, Education, Environment, Health & Wellness, Family & Community)

**Organisation Details**

1. Organisation 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 status and TCC status.
4. What are the missions and objectives of your organisation? And please provide a brief history of the organisations achievements.
5. Please provide your two most recent full financial statements, AGM minutes and where available your most recent annual report.
6. How many full-time employees, part-time employees and volunteers does your organisation have?
7. Please provide a brief biography of your CEO and Board.
8. Please provide details of 2 referees and attach letters of reference from each.

**Project Details** (this can for operational funding) (8 pages max)

1. Project Name
2. Summary of your project (250 words)
3. Specifically, how will your project address the 2024 focus area that you have chosen? (350 words max)
4. What are the proposed activities? (250 words max)
5. Who will benefit from the project and why do these activities need to be done? (350 words max)
6. Describe the estimated number of projected participants, gender, age and location and any other relevant demographic information.
7. What outcomes and impact do you want to achieve through these activities? Please include short term and long-term outcomes and specific performance indicators over the length of your project. (350 words max)
8. Describe how your project will impact the greater Fremantle community? (250 words max)
9. What partnerships are you engaged in and why are they integral to the success of this project?
10. Please provide a brief timeline that includes any key anticipated highlights/milestones
11. What are your plans for the sustainability of your organisation beyond the grant?
12. What are the three biggest challenges currently facing your organisation (in dot point form)?
13. How does this application fit within your core mission?
14. What will be the key roles and responsibilities of people involved in your project?
15. Please explain how donors of Impact 100 Fremantle could get involved in your activities, for example by volunteering and/or seeing first-hand how the Grant has been used to foster a greater sense of belonging in Fremantle.
16. Describe how you will use the Impact 100 Fremantle \$100,000 grant, if successful? (250 words max)

**Budget**

Provide a brief budget for the funding application including revenue and expenditure. Clearly state the amount sought and advise of any other confirmed revenue (see below).

Income source	Details	Confirmed	Total Amount	GST
			\$	
Total Income			\$	

Expenditure	Details	Amount	GST
		\$	
Total Income		\$	

Grant funds are to be expended within 36 months of receipt; financial acquittal will be due within 1 month of project completion.

**Additional Information**

- Briefly provide any other points of particular importance or interest relating to this project or program. Such as relevant research or statistics, past successes, established funding partners, leadership figures involved, unique characteristics, participant feedback, media and images.
- Please provide a preferred logo and 1 promotional images, as well as a 60 second video clip (video phone quality acceptable) explaining your organisation or project.

**KEY DATES 2024**

Date	Time	
Fri 26 <sup>th</sup> April	9AM	Applications Open
Friday 19 <sup>th</sup> July	5PM	Applications Close Deadline to submit applications.
August		Site Visits Site visits / Donor Engagement
Tue 10 <sup>th</sup> September		Finalists Announced Final 4 applicants announced.
Mon 30 <sup>th</sup> September - Fri 4 <sup>th</sup> October		Pitch Training Pitch training for Final 4 applicants.
Fri 25 <sup>th</sup> October		Voting and Awards Night Successful grant recipient selected by donors.

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