

## Initial Grant Application Guidelines 2017 – Impact100 TASMANIA

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 2017 Impact100 Tasmania will consider applications for projects that;

- Make a significant and measurable difference to an under-served cause or population in one of the following focus areas:
  - **Arts & Culture** - Initiatives that cultivate, develop, and enhance the cultural and artistic climate in Tasmania.
  - **Education** - Initiatives that provide learning opportunities or improve access to education for children and/or adults in Tasmania.
  - **Environment** - Initiatives that restore, preserve, revitalise or enhance the natural or recreational surroundings of Tasmania.
  - **Health & Wellness** - Initiatives that positively impact the mental and/or physical well-being of people in Tasmania.
  - **Family & Community** - Initiatives that strengthen and enhance the lives of children, families and communities in Tasmania.
- Target a specific issue 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 Tasmanian based not-for-profit organisations.

### Eligibility

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Impact100 Tasmania, 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 Impact100 Tasmania's key objectives (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 Tasmania and benefitting Tasmanians.
- Organisations must have an operating budget of under \$5 million.

Please note:

- All recommendations for funding are at the discretion of the committee and subject to approval by Australian Communities Foundation as Trustee.
- Reasons for rejection of proposals will not necessarily be given.
- It is expected that the grant funds will be expended within 12 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.
- Legal expenses

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- 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 Tasmania reserves the right to change its criteria without notice at any time.

## Timing

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Key dates in 2017 are as follows:

Date	Time	
24 April		Applications open
22 May	12pm	Deadline for initial grant applications.
15 June		Impact100 Tasmania will advise applicants whether they have made the initial shortlist, to proceed to full application process.
4 August	12pm	Deadline for full grant applications.
Aug/Sept		Site visits to organisations who have submitted full application
29 Sept		Impact100 Tasmania will advise applicants whether they have made the final shortlist. All finalists will have to prepare a 10 minute presentation to be given at the Grant Awards Dinner.
Early Nov		Annual Grant Awards Dinner held and a vote of members 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@impact100tasmania.com.au](mailto:grants@impact100tasmania.com.au) by 12pm on Friday 22<sup>nd</sup> May 2017.

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 (if you believe it falls under more than one then please list order of preference)?
6. Name the project needing funding (this is important for us in order to identify it).
7. Describe the project (in 2-3 sentences).
8. Describe the specific goals of the project and how they address the focus area.
9. Specify who/what will benefit from the project and how. Include number of beneficiaries where applicable.
10. Why is this project important and why is your organisation the right organisation to drive it?
11. 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 all funds will be expended within 12 months of grant receipt.
12. Provide a brief budget for the project including revenue and expenditure. Clearly state the amount sought from Impact100 Tasmania and advise other confirmed or potential revenue sources or in-kind support.
13. If the project involves other organisations, provide details of the collaboration.
14. Please provide your financial reports (P&L and Annual Report) for the past 2 years.

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15. 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.
16. How did you find out about Impact100 Tasmania and this grant?

Please note:

- You should ensure your organisation is eligible and that the project meets objectives before applying.
- The Impact100 Tasmania committee reserves the right to determine final allocation under focus areas.
- Any organisation may submit only one application each year.
- 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 a site visit will be conducted 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 10 minute presentation at our annual Grant Awards Dinner in early November 2017. 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 Tasmania has been established as a sub-fund of Australian Communities Foundation.

Impact100 Tasmania has appointed a Grant Sub-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@impact100tasmania.com.au](mailto:grants@impact100tasmania.com.au)**