



ABN: 20 391 663 724

WOMEN FOR CHANGE GRANT PROGRAM 2021

PURPOSE

The Women for Change grant program is delivered by the Bass Coast Community Foundation to encourage eligible organisations to increase the number of projects and initiatives that improve the lives and wellbeing of women and girls who live in the Bass Coast.

It is funded by donations from the community and through distributions from the Foundation's sub funds.

HOW TO APPLY

Applicants must complete the attached Application Form. Applications will be accepted via email to info@bccf.org.au

WHO CAN APPLY?

To be eligible to apply you must be able to demonstrate that your application aligns with the mission of the Women for Change Fund.

Your application must also demonstrate that it will positively impact on women who live in the Bass Coast Shire.

In addition, you must confirm current registration on the Australian Charities and Not for Profit Commission (ACNC) register, endorsement as a Deductible Gift Recipient (DGR) as covered by Item 1 or a Tax Concession Charity (TCC) or be auspiced by an organisation that meets these requirements. If your organisation/auspice does not meet any of these requirements, you must state with, examples, which of the charitable purposes defined by the ACNC your organisation aligns with.

WHO CANNOT APPLY?

- Individuals, sole traders, family trusts, public trading trusts.
- Any organisation directly promoting any political, gambling, or alcohol and drug related activities.
- Government agencies.

WHAT WOMEN FOR CHANGE WILL FUND?

Initiatives that

- Encourage women and girls to increase their participation in community activities and lifelong learning;
- Build resilience and connect vulnerable women and girls to services or activities;
- Promote collaboration with service providers to address issues affecting women in our community;

WHAT WE WILL NOT FUND

- Operating or recurring costs (e.g. wages, insurances, utilities, rent, telephone, internet).
- Retrospective funding will not be provided.
- Prizes or gifts.
- Interstate or international travel and accommodation costs.
- Marketing costs or publications.
- Anything outside Bass Coast Shire region.

ADDITIONAL INFORMATION

Applicants are strongly encouraged to attend one of the Question and Answer session scheduled for one hour from 10am – 11am on 18th Feb and 23rd March on Zoom or in person at the Foundation's office located at 140 Graham Street, Plaza Arcade Suite B (Upstairs), Wonthaggi 3995 from 12.30 – 1.30 on 25th March.

Join Zoom Meeting **18th Feb 2021** (10am) by clicking this link:

<https://us02web.zoom.us/j/85019833212?pwd=QUIFRFV1LzhSMjlWZE5wQlFKLzFMZz09>

Join Zoom Meeting **23rd March 2021** (10am) by clicking this link:

<https://us02web.zoom.us/j/83566204542?pwd=Z2pQalZ2MldidWx3U0ZRUUpyT0U3UT09>

Following these sessions grant applicants may discuss their application with the Chair of the Women For Change Working Group, prior to submission. Further information may be requested in writing via email to info@bccf.org.au

FUNDING AMOUNTS

Grants of up to \$2,500 are available. All grants are non-recurrent and are to be used within 12 months from awarding of the grant.

Smaller grants will be considered and co-funding of projects with other funding bodies, corporate entities or individuals is encouraged. Any co-funding must be detailed in the application form.

TIMELINES

Grants open:	8 th February 2021
Grants close:	6 th April 2021
Applications will be notified:	Between 23 rd – 30 th April 2021
Successful applicants will receive funds:	Prior to 30 June 2021.

SELECTION PANEL

The selection panel of The Women for Change Grant Program may be made up of the following:

- Bass Coast Community Foundation Board representatives
- Women for Change Working Group community representatives
- Community representative with specialist knowledge as required.

The selection panel will review applications and provide recommendations to the Board of the Bass Coast Community Foundation who will approve the awarding of grants.

GRANT FUNDING TERMS AND CONDITIONS

1. The closing date for submissions (found on the application form) is not negotiable or flexible.
2. The submission of the application form will be deemed acceptance of these terms and conditions.
3. Submissions will only be received in electronic format.
4. If you are submitting the application form on behalf of a third party, including a club or community group, you acknowledge and agree that you are authorised to submit the application form on their behalf. References to "you" in these terms and conditions includes any third party on whose behalf you are applying.
5. An organisation can apply for funding for multiple projects but only one application for each project will be accepted.
6. Each application must be complete and include the following documents:
 - a. Project Budget
 - b. Current annual report including a financial statement tabled at the last Annual General Meeting, or last available audit for the organisation
 - c. ABN, ACNC Registration and Tax exemption and / or Deductible Gift Recipient (DGR) status from the Australian Taxation Office if applicable.
7. You must ensure that your application form and any supporting documentation does not infringe any other person or entity's confidential information or intellectual property or moral rights.
8. Projects must not involve applications, tools and technologies or content that is inconsistent with the aims of Women For Change, standards of decency or Australian Law.
9. You must keep confidential any information that the Bass Coast Community Foundation provides you with and only use it for the purposes of submitting your application and providing us with information about your project.
10. Third party interest, finance or commitment to your project must be disclosed with all relevant details provided.
11. Do not submit any original documents as your application form and any supporting documentation will not be returned to you.
12. The Bass Coast Community Foundation will not be liable for any costs incurred by you in preparing your application.
13. Co-funding of projects with other funding bodies, corporate entities or individuals is encouraged, but any co-funding must be detailed in the application form.
14. You also acknowledge the following key conditions that apply to any grants:
 - a. Grants cannot be transferred;
 - b. Grants will not be provided retrospectively for completed projects, or for work done on incomplete projects prior to the date of notification of approval of grant.
 - c. Your rights to all project material (including, but not limited to, all intellectual property) must be sufficient to enable you to meet all of your obligations; and
 - d. Projects that are funded cannot be deferred and must progress according to the timelines detailed in the application form unless agreed in writing by the Bass Coast Community Foundation.
15. You acknowledge and agree that Bass Coast Community Foundation may make any press or other announcement or release relating to the grant of funds to you without your prior written consent. You also agree that you will participate in any media events or promotions to be conducted if you are granted any funding.
16. Successful applicants who receive grants agree to comply with and abide by the terms of reporting on projects and completing the acquittal process within the required time frame(s).
17. You acknowledge and agree that any personal information submitted as part of the application process will be used for the purposes of assessing this application and may be used and disclosed for the purpose of making any press or other announcement or release relating to the grant of funds to you.
18. The Women For Change Grant Program selection panel will appraise the applications and give recommendations to Board of Bass Coast Community Foundation for final approval.



19. The Women For Change Grant Program selection panel may recommend that a partial grant should apply to an application and / or a grant should be subject to certain requirements being met.
20. The Board of Bass Coast Community Foundation is not obliged to make a particular number of grants or to extend any or all of the available fund resources.
21. The decisions made by the Board of Bass Coast Community Foundation are final and there is no appeal process.
22. The Board of Bass Coast Community Foundation is not required to give reasons for the approval or rejection of an application.
23. In situations not covered by these terms and conditions, or where there is ambiguity, Bass Coast Community Foundation reserves the right to exercise their discretion and the decision of the Board of Bass Coast Community Foundation will be final.
24. Bass Coast Community Foundation also reserve the right to amend these terms and conditions at any time. However, if these terms and conditions are amended once you have submitted your application, Bass Coast Community Foundation will give you the opportunity to resubmit your application form, if, in the opinion of Bass Coast Community Foundation, your application is adversely affected in a material way.

WOMEN FOR CHANGE - GRANT APPLICATION FORM 2021

ORGANISATION DETAILS	
Organisation Name:	
Australian Business Number (ABN):	
Physical address:	
Postal address:	
CONTACT FOR APPLICATION	
Name and Title:	
Phone:	Email:
DGR/TAX STATUS:	
Deductible Gift Recipient:	Yes / No
TCC:	Yes / No
If NO , which of the charitable purposes defined by the ACNC does your organisation align with.	
PROJECT DETAILS	
BRIEF PROJECT DESCRIPTION <i>(a short summary of how you will use this grant):</i>	
Project Objectives:	
Timeframe: <i>(start date of project / expected completion date of project)</i>	
Benefits: <i>(who will benefit from the project, how will they benefit)</i>	
Project Budget:	
Direct costs / in kind	
Direct income / in kind	

FUNDING AMOUNT SOUGHT *(up to a maximum of \$2,500)*

Co-Funding *(outline any co-funding arrangements including organisation's/individual's roles accountabilities, conditions and contributions)*

REPORTING *(describe how you will measure the impact of this grant. This will need to be included in the acquittal to the Foundation)*

Project evaluation process:

Declaration. Your signature below implies awareness that:

- Successful grant applications will be required to provide a project update at the mid-term of the project and complete a grant acquittal at conclusion of the grant term (12 months from awarding).
- Photographs of the project are requested for media purposes where appropriate to promote the grant program, the project outcomes, and raise awareness of the issues facing women in our community.
- An impact report as part of the acquittal is a critical part of the program and applicants must outline their intended evaluation process as part of this application.

Signed:

Title:

Date: