

QUEENSLAND COMMUNITY FOUNDATION GENERAL FUND GRANTS ROUND 2010



CRITERIA AND GUIDELINES FOR APPLICANTS

PURPOSE

The Queensland Community Foundation (QCF) General Fund was established to apply the income therefrom for charitable purposes for the relief of poverty, the advancement of education, for the advancement of religion or for any other purpose beneficial to the Community.

INTRODUCTION

Queensland Community Foundation (QCF) was established in 1997 to provide a secure and accountable philanthropic vehicle to benefit the Queensland community.

The administration of QCF is supported by the Public Trustee in partnership with QIC and Anglo Coal Australia Ltd. A Board of Governors, comprising leaders from a variety of fields and who have an interest in philanthropy, has been appointed to provide advice and recommendations to meet the objectives of QCF.

Over 144 charities, educational institutions, and individuals have established a specific fund to provide a perpetual income stream to fund their philanthropic activities.

The General Fund was established with the income to be granted at the discretion of the Trustee.

In 2005, QCF, in partnership with QUT, Centre for Philanthropy and Non Profit Studies, commissioned research to determine where best QCF could effectively make grants to meet areas of unmet need in the philanthropic sector. (*Philanthropy's Future in the Smart State Report* – www.qcf.org.au) The report identified capacity building of charitable and non-profit organisations in need of funding support. QCF views itself as an innovator in this style of granting and is proud to continue to support enhancement of core skills and resources of charitable and non-profit organisations.

OBJECTIVE

Organisational Capacity Building

Capacity Building improves the ability of an organisation to develop its structures, systems, people and skills in order to improve service delivery.

Why is capacity building important?

Capacity building is about looking at your organisation's current position and assessing strengths and weakness. Your organisation should be constantly seeking ways to improve so that it can achieve its aims, become financially sustainable and meet the changing needs of its users. Organisations often struggle to obtain and retain staff, access funding and participate in local agendas when their organisational structures, policies and procedures are weak. Generally, capacity building can be broken down into one of the following three areas:

1. Institutional Capacity Building
Development and strengthening of external links e.g. creating effective partnerships
2. Organisational Capacity Building
Focuses on people, culture, systems and processes to meet specific goals
3. Individual Capacity Building
Building the skills of individual workers

Typically, capacity building can focus on the following areas:

- § Systems
- § People Skills
- § Program Evaluation

GRANTS DETAILS

QCF's 2010 grants will be determined for capacity building activities to support charitable and non profit organisations providing youth services that incorporate outreach and support services to disadvantaged and homeless youth in Queensland.

Grants for 2010 will be up to \$15,000 per grant not exceeding a total of \$100,000 in aggregate.

It is anticipated that between six (6) and eight (8) separate grants will be made.

QCF may focus on mid tier charitable and non profit organisations that would not generally have access to funding in this area. However, this should not preclude other charitable and non profit organisations lodging an Expression of Interest.

CRITERIA

The following criteria will be the basis for both Expression of Interest and Application.

1. The Applicant must have Deductible Gift Recipient (DGR) status in accordance with the requirements of the Australian Taxation Office.
2. The Applicant must be located in Queensland.
3. The Applicant's core business is providing youth service programs in areas such as:
 - Medical Research
 - Education
 - Health
 - Disease
 - Disability
 - Community Welfare
4. The Applicant must require funding to undertake organisational capacity building activities to enhance provision of youth services to the Queensland community.

APPLICATION PROCESS

The application process is a two stage process and must be undertaken as follows:-

- § All information is available on the website www.qcf.org.au or alternatively by telephoning the Foundation office on (07) 3360 3854.
- § Eligible organisations, meeting the above criteria, must submit an Expression of Interest (EOI) by 5:00pm Wednesday 24 February 2010.
- § All organisations will receive acknowledgement of receipt of their submission.
- § Expressions of Interest may be submitted via email or hardcopy. Hard copy applications should be stapled only. Please do not bind these applications.
- § Organisations may submit only one application.
- § When invited by QCF, certain organisations then submit a Full Application based on their Expression of Interest.

MANAGEMENT OF APPROVED PROJECTS

Organisations successful in receiving a grant will be forwarded correspondence including:

- § a grant agreement
- § an acquittal form
- § an expenditure statement

You are required to commence the project within three (3) months and complete the project within twelve (12) months of receiving funding. On completion of the project, you must return an acquittal expenditure statement. Failure to return the accountability documents is recorded and may jeopardise future funding opportunities.

The Trustee considers many more applications than can be funded and as a result the final decision will be made based on the recommendations of the evaluating committee. The Trustee will take into consideration factors such as, but not limited to; eligibility of the organisation, benefit to the community and criteria met.

PRIVACY

QCF respects your privacy and is committed to protecting your personal information. Applications for funds and other written information provided to QCF will generally be treated in confidence. However, in the interest of the applicant, QCF may collaborate with other funding bodies for alternate sources of grants.

GST

Grants from Queensland Community Foundation are GST exempt.

SUBMISSION DETAILS

Please submit your Expression of Interest to:

Bronwynn van Baalen
Queensland Community Foundation
GPO Box 450, BRISBANE 4001
T: (07) 3360 3854
E: enquiries@qcf.org.au

Closing Date: Wednesday 24 February 2010