

FACT SHEET: BUSHFIRE RECOVERY FUND GRANT PROGRAM

The Marysville and Triangle Community Foundation (the Foundation) has been provided funds by the Victorian Bushfire Appeal Fund. The Foundation's Bushfire Recovery Fund Grants Program will be used to provide assistance to those affected by the 2009 bushfires in the Murrindindi Shire.

The Bushfire Recovery Fund is available for projects that:

- Improve community connectedness, health and wellbeing
- Build community capacity
- Deliver community events and arts programs
- Reconnect the community with nature

To be eligible for funding, project activities must also be:

- For the benefit of a community or part of a community directly affected by the 2009 fires within Murrindindi Shire (the project description must identify the hardship caused by the fires and how the activity will relieve this hardship); and
- For one of the following purposes
 - Direct relief of suffering, sickness, misfortune, or
 - Assistance to re-establish a community or relief of people in distress as a result of the 2009 fires, or
 - For broad public benefit, widely and publicly accessible where any commercial and private benefit are only incidental and ancillary; and
- Proposed (or auspiced by) by an applicant organisation that has an ABN or incorporation certificate; and
- For a charitable purpose (see definition below)

Funding will not be provided:

- To support business
- For any profit making activities
- For commercial interests
- For any activities that are core services and/or responsibility of government
- For the relief of distress that is not a direct result of the bushfires
- For people outside Australia
- For activities that are not for the relief of people, e.g. assisting animals is not permitted
- For activities that are only for the purpose of sport or recreation or socialisation
- For activities unrelated to the disaster or unrelated to bushfire recovery

"Charitable"

- If the organisation is a charitable fund, charitable institution, public benevolent institution or a health promotion charity (as shown on the Australian Business Register) and the above conditions are met, the grant can be made.
- If the organisation is not a charitable organisation, the project or activity must be over and above the normal duties/activities, for a charitable purpose and for the public benefit. A charitable purpose is one that is for
 - The relief of poverty, sickness or distress
 - The advancement of education
 - Other purposes beneficial to the community.

Grant application process:

1. Applicants contact the MTCF to discuss the project idea and eligibility requirements.
2. Applicants start the grant application using the MTCF's online grant form, via <http://marysvilletrianglefoundation.org.au/community-grants/vbaf/> taking special care on these items:
 - a. Describing the hardship created by the 2009 fires and how the project relieves this hardship.
 - b. Demonstrating the need for the project.
 - c. Ensuring that the project falls within at least one of the four funding criteria.
 - d. Documenting realistic and achievable outcomes, budgets and timeframes.
 - e. Demonstrating that the project demonstrates value for money.
 - f. Including all necessary information in the project budget, such as all sources of income, all items of expenditure, in kind contributions, GST components. Quotes must also be provided.
3. Once submitted, the application is reviewed by the Executive Officer, to make sure that the eligibility criteria are met and the application contains all the required information (quotes, letters of support, financial statements etc). The application is presented to the Board of Directors only when all of the information is provided.
4. The Board of Directors reviews the grant application at its monthly board meeting.
5. The Executive Officer advises the applicant whether or not the grant application has been successful.
6. If the application has been approved by the Board of Directors, the Executive Officer prepares a Funding Agreement for the applicant to sign. The funding agreement outlines the terms and conditions of the grant, including the amount, project milestone dates including the date for submitting the Completion Report and information about acknowledging the grant. The grant cheque will be issued after the funding agreement is signed.

Frequently Asked Questions:

1. Q: Do I need to have an ABN to apply for a grant?
A: *You will need to partner with an organisation or community group that does have an ABN, to form an 'auspice' arrangement. Contact the Foundation for more information.*
2. Q: Do I need to be registered for GST?
A: *No. If you are not registered for GST, you will be paid the grant amount inclusive of GST. If you are registered for GST, your grant payment will be exclusive of GST. Please refer to the Foundation's GST fact sheet for more information.*
3. Q: Can my community group apply for more than one grant?
A: *Yes, if the new project is an eligible project, you can apply for another grant provided that the previous grant has been successfully managed and acquitted.*
4. Q: Where can I get help to complete the grant application?
A: *It's really important that your grant application contains all of the required information, and answers each question clearly and succinctly. There is a Grant Application Tips document on the website, this steps you through each question in the grant application. Contact the Foundation for an electronic copy of "How to Make a Good Application Great!" - this has lots of useful tips and templates. Talk to the Executive Officer if you are unclear about anything in the application form.*