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## **GRANT GUIDELINES - 2012 PATHWAYS TO EMPLOYMENT GRANT ROUND**

The Inner North Community Foundation funds community projects in Melbourne's inner northern region (the municipalities of Darebin, Moreland and Yarra). Please visit our website [www.innernorthfoundation.org.au](http://www.innernorthfoundation.org.au) for more information.

### **GRANTS PROGRAM PURPOSE**

The Pathways to Employment Grants Program supports projects that enhance the job prospects of people who live in Darebin, Moreland or Yarra and are having difficulty finding employment.

### **ELIGIBILITY FOR FUNDING**

Applicants must be organisations that:

- Work in or are based in Melbourne's inner northern region (ie within the municipalities of Darebin, Moreland or Yarra),
- Organisations must also be endorsed as a Charitable Institution by the Australian Tax Office (if this is your first application to us, please attach your notice of charitable endorsement). Organisations are not required to have DGR status.

**NB** Previous grant recipients are required to ensure they have submitted their final report before any new applications will be assessed.

### **TARGET AUDIENCE**

Grants are available to support projects which assist people in Darebin, Moreland and Yarra to overcome barriers that are hindering them from getting a job. These barriers must be clearly explained in the grant application and your application must show how your project will help overcome these.

Projects are aimed at people of working age with a priority on younger people (15-30 years old), however projects that assist more mature participants will be considered.

### **APPLICATIONS**

In assessing grant applications, the Board of the Inner North Community Foundation considers a range of factors such as how the project will improve people's ability to find a job, whether government funding is already available to support this kind of project and whether the organisation applying for the grant is appropriately equipped to deliver the project.

In previous grant rounds we have received many more applications than we could fund. We expect this to continue and therefore ask all organisations to discuss their project idea with the Executive Officer (Sharon Nathani on 8689 1967) before completing an application form. This will ensure that you do not waste your time with an application that may be ineligible or outside our focus.

## WHAT WILL NOT BE FUNDED

In general, the Inner North Community Foundation will **not fund** the following:

- Projects that do not meet our funding purpose (projects that are not linked to employment and employability)
- Projects that will take place outside Melbourne's inner northern region (the cities of Darebin, Moreland, Yarra)
- Individuals, 'for profit' organisations, sports clubs, government bodies, political parties or their candidates
- Capital works (such as buildings and cars), direct service provision and conferences
- Personal expenses (such as living, educational, travel expenses etc)
- Retrospective funding for projects that have already started or have been completed

## BUDGET

Organisations can apply for projects for any reasonable amount for a stand alone project or as part of a larger co-funded project. As an indication past grants have ranged from \$6,600 to \$30,000 and this year we anticipate being able to distribute just over \$200,000 in total.

## CLOSING DATE

Applications must be received **no later than 5.00pm Thursday 31 May 2012.**

## HOW TO APPLY

Follow these four steps to apply:

1. Call the Executive Officer (Sharon Nathani) to discuss your project idea on 8689 1967
2. Download and complete an application form at [www.innernorthfoundation.org.au/grants](http://www.innernorthfoundation.org.au/grants)
3. Email your completed application to [info@innernorthfoundation.org.au](mailto:info@innernorthfoundation.org.au) **no later than 5.00pm Thursday 31 May 2011**
4. Post **1 signed hard copy** of the application plus your organisation's Annual Report and proof that you are endorsed as an **Income Tax Concession Charitable Institution**. The posted copy can be received after the due date, as long as we have received your email application by Thursday 31 May. (PO Box 2109 Preston DC VIC 3072).

We will acknowledge receipt of your application by email within one week. If you do not receive an email confirmation, please contact us immediately.

**Note: incomplete applications will not be assessed.**