

# Frankston Charitable Fund



## 2019 Guidelines for Grant Seekers

### About the Frankston Charitable Fund

The Frankston Charitable Fund was established as a sub-fund of the Lord Mayor's Charitable Foundation by Frankston City Council in November 2009. The Frankston Charitable Fund is a separate legal entity to Frankston City Council.

The Frankston Charitable Fund aims to raise much-needed funds to assist charitable organisations that operate in the Frankston community. This is done by encouraging tax deductible donations and undertaking fundraising activities that build up the Fund corpus in perpetuity. Each year the Fund earns income (in the form of interest) which is then made available to eligible charities in the form of grants.

### Grant Categories

Frankston Charitable Fund supports innovative programs that work to improve quality of life by increasing life opportunities and social inclusion. Key principles guiding the funding decisions are:

- Community strengthening through collaboration and partnerships
- Placed-based solutions to place-based issues
- Contribution to community capacity and sustainability
- Broad community impact and involvement

Grant categories have been established to meet local community needs, improve community connectivity and build community capacity. There are four grant categories as follows:

- **Aged and Disability**  
*Broad interests include:*
  - Social inclusion, health promotion and physical activity
  - Access and equity
- **Families and Young People**  
*Broad interests include:*
  - Prevention, early intervention and parenting support
  - Charitable development and youth engagement
- **Education, Employment and Learning**  
*Broad interests include:*
  - Lifelong learning and skill development
  - Volunteering and Charitable education
- **Health and Wellbeing (including welfare, emergency relief and housing)**  
*Broad interests include:*
  - Homelessness support and early intervention
  - Welfare services and emergency relief
  - Charitable development and social inclusion

## Grant Eligibility

Grant recipients must have Deductible Gift Recipient (DGR) as covered by Item 1 in the section 30-15 of the Income Tax Assessment Act 1997 and be endorsed as a Taxation Concession Charity (TCC).

## Criteria

- Grants are provided for projects delivered within the Frankston Local Government Area
- Grants may be provided for projects and programs where there is demonstrated need
- Up to 25% may be considered for administration or operating costs (e.g. utility costs) for total project
- Funding must not be used for usual government funded services
- Auspicing – the organisation applying must take responsibility for the funds and acquittal

## Exclusions

Grants will not be provided for:

- Retrospective funding
- Recurrent funding where there is no plan for long term sustainability of the project / program
- Conferences, events or fundraising
- Capital or endowment funds
- Clinical or medical research

## How do I apply?

- Applications open 9:00am on Saturday, 15 December 2018 and close at 5:00pm on Friday, 15 February 2019.
- Frankston Charitable Fund grant applications are now online and available at [www.frankston.vic.gov.au/frankstoncharitablefund](http://www.frankston.vic.gov.au/frankstoncharitablefund).
- Only one application can be lodged per applicant.
- Applications must be received by **Friday, 15 February 2019**. Late applications will not be accepted.

## How are funding decisions made?

The Frankston Charitable Fund Committee of Management, established under the Deed between the Lord Mayor's Charitable Foundation and Frankston City Council assesses all grant applications and makes recommendations to the Lord Mayor's Charitable Foundation Board for funding.

The Frankston Charitable Fund is a sub-fund of Lord Mayor's Charitable Foundation and therefore operates with their governance requirements.

The Frankston Charitable Fund Committee of Management comprises the Mayor (or delegate) and one other Councillor, the Chief Executive Officer (or delegate), three community representatives and a delegate from the Lord Mayor's Charitable Foundation. The Committee of Management appoints a member to chair the meetings.

The Committee of Management may contact or visit organisations to discuss their application to gain a better appreciation of the proposal. The Committee of Management reserves the right to meet grant recipient for the purpose of assessing grant or as part of an ongoing visitation program. The Committee of Management will review all applications and put forward recommendations to the Lord Mayor's Charitable Foundation for final decision.

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All applicants will be advised in writing of the outcome of their application. All successful applicants will be required to enter into a funding agreement and submit an acquittal form within 12 months of receiving the grant.

Successful applicants are required to acknowledge the support of the Frankston Charitable Fund in any promotional material associated with the activity funded. Information and stories on the benefit of the grant are requested and these may, with permission, form the basis of further marketing of the Fund.

Grants made by the Fund will generally be between \$1,000 and \$5,000 but consideration may be given to applications for larger projects based on merit. The Frankston Charitable Fund Committee of Management can decide to fully fund, partially fund or make a contribution to a project on a "dollar for dollar" basis.

**Checklist of documents attached with your application:**

- √ A copy of your endorsement as a Deductible Gift Recipient Item 1 issued by the ATO
- √ A copy of your 'Notice of endorsement for Charity Tax Concessions (TCC)' issued by the ATO on or after 1 July 2005
- √ Copy of your organisation's most recent financial statements and annual report
- √ Referee reports or letters of support (this is not mandatory)

**Note to Applicants**

Regrettably, not all grant requests can be satisfied, however, the Fund seeks to provide a fair balance between applicants. Eligible organisations, whether successful or not, may submit an application each year.