



BUDERIM FOUNDATION

THOMPSON CHARITABLE FUND

GRANT APPLICATION GUIDELINES



The value of a grant

There is currently no specified grant amount for the Buderim Foundation Thompson Charitable Fund.

Prerequisites

- Your organisation must meet the eligibility criteria outlined in these guidelines.
- Your organisation should be endorsed under section 30-45 of the Income Tax Assessment Act (ie it must have DGR status) and has its prime objective as the relief of people in necessitous circumstances. Section 30-45 can be found here: http://www.austlii.edu.au/cgi-bin/viewdoc/au/legis/cth/consol_act/itaa1997240/s30.45.html

- Your organisation's constitution should detail its sole, prime or chief objects of providing relief for persons in necessitous circumstances. We will request a copy of your constitution to confirm these objects are correctly documented in the organisation's constitution.
- Applications must be completed in full, online, including all requested attachments.
- Only provide information which is specifically requested. We will contact you if more information is required.
- By submitting your application, you agree to the terms and conditions detailed in these guidelines.
- The organisation applying must deliver the project outlined.
- Any partner organisations or groups involved in delivery of the project must be listed in the application.
- We encourage the use of local suppliers based in South East Queensland for project outcomes.

The application process

In these guidelines you'll find all the information you need to help you apply for a Buderim Foundation Thompson Charitable Fund grant. It's essential you follow the guidelines in your application.

The type of project

For your organisation to be considered for the Buderim Foundation Thompson Charitable Fund Grant you'll need to demonstrate how your project directly benefits Australian resident/s in necessitous circumstances, in particular those whose financial resources are insufficient to obtain all that is necessary for a modest standard of living in the Australian community. The support should be provided in one or more of the following ways:

- Direct cash payment to the Eligible Recipient.
- Provision of food, clothing, or essential goods to the Eligible Recipient.
- Provision of temporary accommodation to an Eligible Recipient; and
- The purchase of emergency accommodation or essential repairs to the Eligible Recipient's home on behalf of the Eligible Recipient.

How to apply

- Applications are always open and are available on the Buderim Foundation website. Applications are assessed on an on-going basis.

- You will complete your application online after registering through the website.
- You will be able to start and save your application and return to it before submitting your final form.
- You will be able to upload supporting documents within the online form.
- You will be asked questions relating to your organisation's structure, ABN, GST and Charity status.
- If you have questions regarding your application, please email us at: grants@buderimfoundation.org.au

We're here to help

Information about the Buderim Foundation Thompson Charitable Fund Grants can be found on our website at:

www.buderimfoundation.org.au/grants/the-buderim-foundation-thompson-fund/

If your organisation does not have access to a computer and is unable to lodge an online application, please contact our administrator on (07) 5456 1757 during business hours.

If you have questions, please contact us at: grants@buderimfoundation.org.au



Eligibility criteria

Your organisation needs to be a legal entity in Australia with a current Australian Business Number (ABN) and is required to be one or more of the following:

- A not-for-profit community organisation.
- A registered charity with the Australian Tax Office (ATO).
- Endorsed by the ATO as a Deductible Gift Recipient

Refer to <http://www.buderimfoundation.org.au/links/> for helpful resources.

Organisations we are unable to support

- Sole traders.
- For-profit companies.
- Organisations that do not have enough revenue to cover their operating costs and all debts as they fall due.
- Organisations that have received a Buderim Foundation Thompson Charitable Fund grant in the past but have not yet acquitted these funds.

Projects we are unable to support

- A project or activity that does not specifically benefit recipients in the Sunshine Coast or Noosa Council regions.
- Anything considered illegal, risky or unethical.
- Budget deficits, repayment of debts, business loans.
- Fundraising campaigns, overseas or domestic appeals or sponsorship.
- Overseas or domestic travel.
- Religious or political activity.
- Funds for investment or organisational reserves.
- Activities without prior council development approval.
- Project management fees or project contingency costs.
- General operating expenses for organisations including:
 - Salaries or wages and on-costs e.g. superannuation, workers compensation.
 - Funding for staff or member social events.
 - Staff training and conferences.

Application assessment

Applications will be carefully evaluated by the Buderim Foundation's Grants Committee shortly after receipt and will be assessed in relation to the objectives described under 'The type of project' and eligibility requirements.

Recommendations then go to the Buderim Foundation Board for approval. We will notify you of the success or not of your application shortly thereafter.

If your application is unsuccessful, we encourage you to ask for feedback in order for you to reapply with a stronger application in a future grant round.

Please email us at: grants@buderimfoundation.org.au if you would like to request feedback following notification of the grants.

Awarding the grants

The payment for the specified project is transferred by electronic funds transfer into a bank account held in the name of the successful organisation.

We ask that representatives of your organisation attend any public announcement and celebration held by the Buderim Foundation.

We ask that you contribute any photos, testimonials, and feedback so that we may use them in our publicity of this program.

Your end of project report and grant acquittal

A project report and grant acquittal are due three months after completion of the project. An annual update will be required for longer projects.

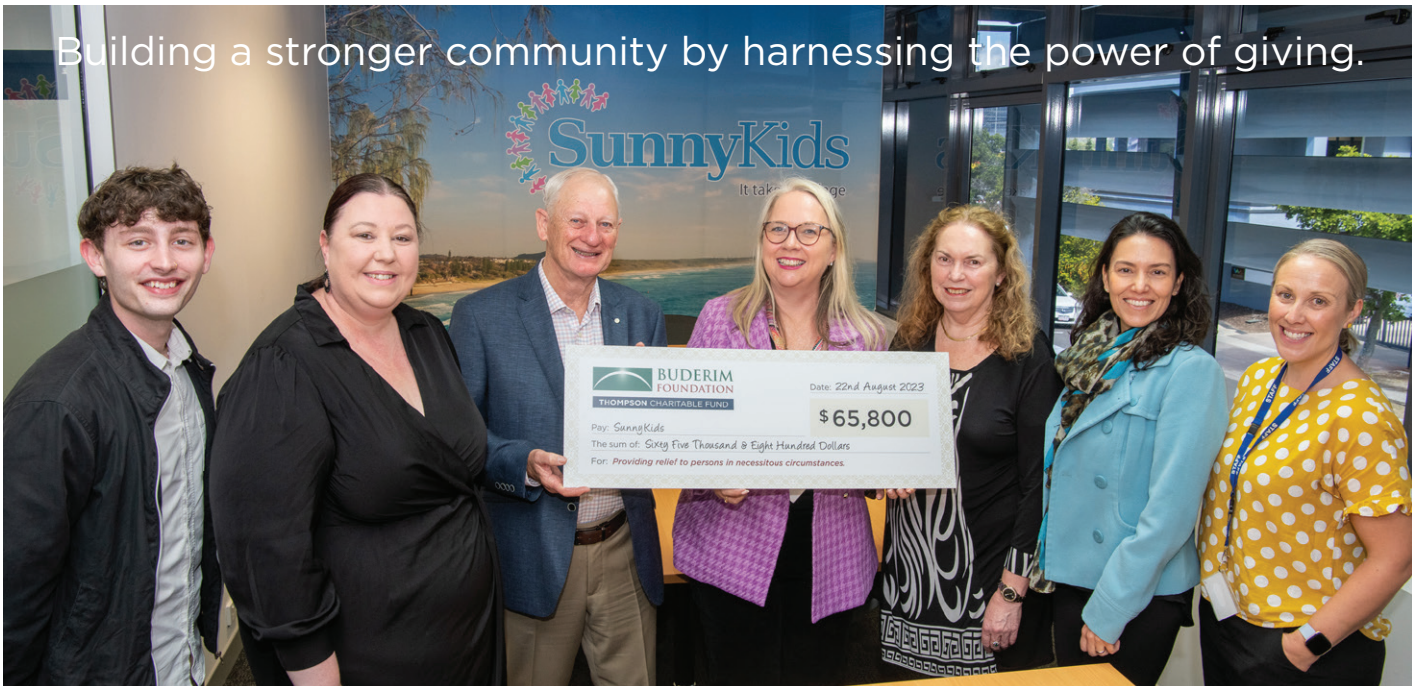
In the report we ask that you describe how you met and measured your project objective, what was achieved, who benefitted and how you spent your grant funds.

We ask that you provide evidence such as:

- photographs, community references or quotes.
- clear detail demonstrating that the grant funds were expended in accordance with your application.



Building a stronger community by harnessing the power of giving.



Terms and conditions

- Both the 'Eligibility criteria' and these 'Terms and conditions' must be read carefully and adhered to.
- Grants will only be given for the purpose stated in the organisation's application.
- The grant payment makes no inclusion for Goods and Services Tax (GST). You should seek advice from your taxation advisor in regard to taxation matters. The Foundation is not qualified to give advice.
- If you are unsuccessful with your application in this year, please note there is no appeal process. We do however encourage you to request feedback on your application and reapply in following years. You can do this by emailing: grants@buderimfoundation.org.au
- We ask that successful organisations acknowledge the support of the Buderim Foundation Thompson Fund in their printed material, website, social media and annual report for one calendar year after receiving the grant.
- Successful recipients will be acknowledged on our website and Facebook page. Information relating to the successful applicants and their projects will be sent to Foundation ambassadors, donors and the media.
- A representative from your organisation may be asked to participate in media events to publicise the

Buderim Foundation Thompson Charitable Fund Grants Program.

- To be eligible for additional grants in future years, grant recipients must provide the Foundation with a detailed report and grant acquittal on the completed project within 3 months of the planned completion date.
- Where appropriate, information on projects that are innovative and/or best practice, and meet an identified community need, may be circulated for review by other community organisations throughout Australia.

Feedback

We welcome your feedback on your experience with the Buderim Foundation Thompson Charitable Fund Grants Program.

Please contact a grants committee member at the following:

E grants@buderimfoundation.org.au

✉ Buderim Foundation, Grants Committee
PO Box 1408
Buderim QLD 4556
www.buderimfoundation.org.au

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