

FREQUENTLY ASKED QUESTIONS (FAQs) – Round 3 BUILDING OUR CHILDREN’S RESILIENCE GRANTS PROGRAM

Is my organisation eligible for funding?

Applicants must come from an organisation with an Australian Business Number (ABN) or be auspiced by an organisation with an ABN.

Individuals are not eligible for funding.

Also, make sure your organisation has acquitted previously funded sponsorships / grants from the Maldon & District **Community Bank®** Branch.

How much money can I ask for?

You can apply for the amount required for the project or activity up to a maximum of \$30,000 per application.

Be realistic about what you want to achieve. Don’t build your project or application around the maximum amount available – make sure your budget is genuine and achievable.

I require more funds than the maximum grant limit. Can I request more than this?

Don’t ask for more than \$30,000, as this is the maximum available in round 3. If you require more funding, consider approaching other funding bodies and partners, such as your local Council, state and/or federal government and philanthropic organisations. Let us know if you receive funding from other sources.

How do I apply for a grant?

Step 1: Contact our Executive Officer Karly Smith to discuss your project. She can be contacted via executiveofficer@mdcb.com.au or 0478 435 110

Please refer to the Building Our Children’s Resilience Grant Program guidelines at www.mdcb.com.au

Step 2: Complete application form including a project budget. Application forms are available from www.mdcb.com.au. Contact the Executive Officer if you would like an application form emailed or posted to you.

Step 3: Gather supporting documents – these could be reports demonstrating need, letters of support from groups / agencies / schools / parents / community.

Step 4: Get the head of your organisation or project to sign the application.

Step 5: Submit your application form by midnight, Monday 30 July 2018.

Is there a word limit?

We have not specified word limits for our questions, but short, clear answers are usually the best. Feel free to use dot points, or write in sentences.

Do I need to type my answers?

Applications can be hand-written or typed. Just make sure we can read your writing if you are hand-writing it.

Do you fund wages and operating costs i.e. electricity and administration?

The program does not cover ongoing operating costs such as insurance, rent or electricity.

We recognise that some administrative costs may be directly related to the project being funded, so we will consider funding these expenses to a reasonable level. Please provide details about this in the application and in the budget section.

What geographic region should the project focus on?

The projects or programs must build our children's resilience in the following region including Maldon, Newstead and Dunolly and surrounding areas including Baringhup, Castlemaine, Harcourt, Eddington, Campbells Creek, Taradale, Bealiba, Guildford, Moliagul, Tarnagulla, Chewton, Lockwood South and Laanecoorie.

When will I find out if I am successful?

The funding recipients will be announced mid-September 2018. All applicants will receive notification of their grant application.

What are my obligations if I am successful and receive funding?

If successful you will be expected to sign a funding agreement that outlines the conditions of funding. Your organisation (or the auspice organisation) will need to provide an invoice for the grant money.

A funding acquittal form must be completed by 30 September 2019. It is vital to complete this reporting for the Bank board to understand the impact of this program.

Does our organisation need to have working with children policies and procedures?

If your project involves working directly with children, then your organisation must have policies and procedures around working with children, including Working with Children Checks and the handling of child abuse complaints.

What can't be funded?

- Projects that do not directly relate to building children's resilience in the 0-14 age group
- Projects that benefit an individual rather than a community
- Projects that support private businesses and commercial activities
- Ongoing operational costs such as insurance, utilities, or rent. Purchase of vehicles or buses.
- Activities which are religious or political in nature, or support a religious or political cause
- Projects or programs that denigrate, exclude or offend minority groups
- Projects or programs associated with gambling
- Projects or programs that create environmental hazards
- Projects or programs that may present a hazard to the community
- Projects or programs that do not reflect community standards
- Individuals
- Applicants who have outstanding final reports for previously funded projects
- Any project retrospectively
- Expenses that occur prior to or after the project dates

Who can apply?

- Schools – primary or secondary schools
- Pre-schools, playgroups and child care centres
- Community groups
- Not-for-profit organisations

What do you do with the information we provide in the application?

The Maldon & District **Community Bank**[®] Branch treats all personal information provided in grant applications in accordance with the *Information Privacy Act 2000*. The information is collected for the purposes of assessing and processing applications and allocating grant funding. The information will only be used for that purpose and will not be disclosed to any other party except as required by law.

How do I submit my application?

We prefer applications to be submitted via email. We also accept applications via post or hand delivered. Applications will be accepted any time up to midnight on 30 July 2018.

Submit the completed application via:

Email: executiveofficer@mdcb.com.au

Post: Executive Officer
Maldon & District Financial Services Ltd (MDFSL)
PO Box 268, Maldon VIC 3463

Deliver: Maldon Branch – 81 High Street Maldon or
Maldon & District **Community Bank**[®] agencies at Dunolly RTC or Newstead RTC

Please ensure all attachments and supporting letters and documentation are included. And make sure the application is signed.

Who can I call if I have further questions?

Contact our Executive Officer, Karly Smith, if you have any other questions or to discuss your project.

Karly can be contacted via executiveofficer@mdcb.com.au or 0478 435 110. She is available during office hours on Tuesdays, Wednesdays and Thursdays. Do leave a message and Karly will return your call or email.

Alternatively you can contact Maldon & District **Community Bank**[®] Bank Chairman Ross Egleton via email chairman@mdcb.com.au or phone 0425 801 959.