



Grant Application

The Indigenous Plumbing and Sanitation Foundation (IPSF) has been established to provide relief from poverty, sickness, suffering and misfortune for Indigenous Australians. For individuals in Indigenous communities who are living with dangerously poor sanitation, they are faced with an ongoing risk of disease and sickness.

The IPSF Grants program was created to support and empower Indigenous Australians and their communities, to become engaged and make a difference in the area of supplying effective plumbing and sanitation solutions.

Grants can be awarded in the form of direct financial assistance, in-kind support (products and services facilitated by the IPSF), or other support such as project sponsorship and stewardship. For the purposes of this document, “Grants” are inclusive of all types of assistance.

Objectives of IPSF Grants:

- Relieve the poverty, sickness and suffering of Indigenous Australians living in remote communities
- Provide apprenticeship opportunities for indigenous people from rural and remote communities
- Build relationships and partnerships with indigenous communities to support shared outcomes
- Empower the indigenous community to take an active role in improving their quality of life, by fostering community involvement and participation
- Provide effective plumbing and sanitation where it is needed most

Principles

When evaluating the suitability of projects for IPSF support, the IPSF Board will apply several community strengthening principles, which include:

- *Asset based thinking* and building on the strengths that exist within our community
- *Evidence based approach* that acknowledges the needs and aspirations of our community
- *Access and equity* to ensure a socially inclusive community
- *Valuing collaborations* and partnerships

Outcome Areas

Health

- People's physical and mental health and wellbeing

Education & Employment

- People having the opportunity for lifelong learning and gaining the knowledge and skills required to participate in education, employment and their community

Mentoring and Community Engagement

- Indigenous people being engaged in decisions and involved in planning, developing and delivering solutions

Environment

- The environmental benefits of the planned project including water efficiency, expansion of solar energy etc.

Eligibility Criteria

The IPSF Board will consider applications for Grant assistance where the subject activity aligns with the objectives of the Foundation and where:

- Applicants demonstrate that the Project will deliver benefits in one or more of the four key outcome areas (Health, Education & Employment, Mentoring and Community Engagement or Environment)
- The entity making application is a Not-For Profit constituted body, or is sponsored by one
- IPSF support funding will directly benefit the Indigenous community
- The relevant Project is commenced within 12 months of the date of the Letter of Agreement to provide IPSF support.
- The project proponents take all possible steps to utilise an Indigenous workforce in construction and operation

IPSF Application Template

Please complete all relevant sections of the template and attach any additional documents for the IPSF to take into consideration.

GENERAL INFORMATION			
Project title:			
Key Organisation responsible for project:		ABN:	
Mission Statement:			
Project Contact Name:		Position:	
Address:			Post Code:
Phone BH:		Mobile:	
Email:		Website:	
Other organisations involved in this proposal:	Organisation:	Role in the project:	
Nature of Support sought - (financial/project support/other)			
Project location - <i>majority of the project will take place</i>			
Who will be the main beneficiaries of your project? <i>Be as specific as possible: e.g. age, gender, location</i>			
Date(s) of project(s) -			
PROJECT EXECUTIVE SUMMARY			
Describe the social problem or need this project will address – <i>(Bullet points please. Statistics or facts to support your claim are encouraged)</i>			

<p>How does this need or issue align with the IPSF Key Outcome Areas?</p> <p><i>Highlight how this project fits in with the key outcome areas of IPSF (Health, Education & Employment, Mentoring and Community Engagement or Environment)</i></p>	IPSF Outcome Area	Project Alignment
<p>Project Summary -</p> <p><i>This concise summary (no more than 500 words) should give the selection panel a clear understanding of exactly what you intend to address and should include numerical data.</i></p>		
<p>Expected Outcomes Measurement -</p> <p><i>What are the key outcomes you expect to see from this project? How will you measure their success?</i></p>	Outcome	Measurement

FINANCIAL			
Your Annual Turnover FY 2013:		What % of your annual 2014 income does a full year of this project represent? <i>(estimate only)</i>	
Total \$ requested from IPSF: <i>Not including GST</i>			
Amount requested per year:	Year 1:	Year 2:	Year 3:
Project funds from others – confirmed: <i>(please list individually if more than one other partner)</i>	Organisation:		Amount:
Total Project costs:	\$		
CONCLUSION OF THE PROJECT			
Once the funding concludes, what will happen? What legacy will remain? How will the impact of the project be ongoing in the community?	<ul style="list-style-type: none"> • 		
EVALUATION AND REPORTING			
What mechanism will you use to evaluate the outcomes of the project?	<ul style="list-style-type: none"> • Qualitative - • Quantitative - 		
Who will be responsible for evaluation?	<ul style="list-style-type: none"> • . 		
Capacity to meet Reporting requirements <ul style="list-style-type: none"> • Annual reporting will include one mid-year written progress report plus one annual project report. • At the conclusion of the entire project an overall impact piece will be required. • Will your organisation have the internal capacity and staffing expertise to deliver on this requirement? 			YES/NO

PROJECT DETAILS - Overview and Summary

SOCIAL PROBLEM <i>(that your project is addressing)</i>	•
PROJECT GOAL	•
PROJECT OBJECTIVES <i>(no more than 4 and keep them short)</i>	•
PROJECT ACTIVITIES <i>specific things you will do to achieve your objectives</i>	•
YOUR ORGANISATION'S INPUTS <i>What you will contribute to the project.</i>	•
OTHER ORGANISATIONS INPUTS	•
SOCIAL OUTCOMES <i>The change that will result for the beneficiaries</i>	•
OUTCOMES FOR YOUR ORGANISATION <i>The benefits for your organisation</i>	•
OUTCOMES FOR IPSF	•

Grant Application Check List

Essential Attachments

Applicants must provide a certificate of currency for public liability or other relevant insurance, or a risk assessment/management document where applicable.

Attach Additional Supporting Materials

Please include any other supporting documentation that you feel is relevant to this application.

Completing your application:

- ✓ Applications can be submitted via email or in hard copy
- ✓ Ensure you have answered all criteria and enclosed relevant attachments
- ✓ Clearly label any attachments or support materials
- ✓ Use black ink or typeface throughout and only use standard A4 white paper

Grant terms and conditions

If your application is successful, you will be required to:

- ✓ Sign a funding agreement or a letter of agreement with IPSF that provides more details about the terms and conditions of funding. The funding agreement or letter of agreement will outline reporting requirements specific to your application
- ✓ All applications are allocated a Grant Manager who is the primary contact for the delivery of the successful project
- ✓ In some instances you may be required to meet or discuss your project with the grant manager and provide revised information
- ✓ Issue the IPSF with a tax invoice for the grant amount
- ✓ Supply all requested information prior to any funding being released
- ✓ Submit paperwork within the allocated timeframes. Funding is allocated from specific financial year budgets and if paperwork is not submitted within the allocated timeframe, then funding is forfeited by the funded organisation
- ✓ Use the funding allocated for the purposes specified in the application. Grants may not be used for any purpose other than for which it is granted, without the written permission of the IPSF
- ✓ Submit a Community Grant Variation Form and have it approved by their Grant Manager, if there are significant changes that you would like to make to your project

- ☑ Deliver the project within the allocated budget. The IPSF will not be responsible for shortfalls in project budgets if the applicant is unable to meet project costs
- ☑ The IPSF must be acknowledged in all promotional materials relating to the successful application, including use of the logo

Submit your Application to:

IPSF Grant Application
Indigenous Plumbing & Sanitation Foundation
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Brunswick, Victoria, 3056
03 9356 8955
Email: razia@picac.vic.edu.au