

Program Guidelines 2020

Covid-19 Rapid Response Grant Round

27 March – 10 April

Offered by: Hands Across Canberra which administers the Chief Minister's Charitable Fund, The Snow Foundation and the John James Foundation



**Chief Minister's
Charitable Fund**

In partnership with Hands Across Canberra



THE
SNOW
FOUNDATION



John James Foundation

A tradition of healing, serving our community.



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1. INTRODUCTION: THE RAPID RESPONSE GRANT ROUND

A consortium of Canberra community foundations: Hands Across Canberra which administers the Chief Minister’s Charitable Fund, the Snow Foundation and the John James Foundation have joined forces to deliver a collaborative, community response to deploy resources to local non-profit organisations affected by the Covid-19 pandemic. While each foundation has its own process we are collaborating to ensure the most effect response to the crisis, the three foundations are actively seeking grant applications for work related to the emerging crisis.

As a response to the current social pressures, the Consortium is pooling funds and introducing a Rapid Response Grant Round with the aim of supporting organisations to continue to deliver important and much needed services to the community during the Covid-19 pandemic.

Applications will be accepted from 27 March 2020 with an initial 2-week grant round ending 10 April 2020. We will do a comprehensive and rapid assessment of the need for and scope of further grant rounds shortly thereafter.

Applications are open to community organisations working with vulnerable people in Canberra and the nearby region. Whilst the consortium will access all applications the grant round is being administered through the Hands Across Canberra grant system and requires you to register before applying. Registration will only take 5 minutes and is free.

Please read the below application guidelines carefully before completing your application form online. We have shortened the application forms due to the urgency of the situation.

2. AVAILABLE FUNDING

- approximately \$500,000
- a majority of grants in the \$5,000-\$15,000 range, with a few of up to \$25,000. Smaller grants for as little as \$1,000 are also welcome.
- funds expended within a 3-6-month period

3. ELIGIBILITY & EXCLUSIONS

- ▶ Community organisations and social enterprises working with socially disadvantaged and vulnerable groups¹
- ▶ Location: projects delivered in Canberra and the nearby region
- ▶ Exclusions: funding will not be considered for overseas study, or travel, advocacy, political activities, completed projects for expenses that have already been acquitted or salaries for regular staff, including those on leave due to Covid-19. To avoid duplication, activities that receive funds from the ACT government's Covid-19 stimulus package will not be eligible.

4. PRIORITIES

The following outlines the three funding priority levels attached to the Covid-19 Rapid Response Grant Round:

- (1) **Front-Line Grants** fund community organisations that have increased demand for services due to Covid-19 i.e. those that provide services to financially vulnerable people who work in industries without sick leave and/or health care; homeless people; and health-challenged vulnerable people. This category is designed for the dissemination of direct relief to vulnerable people (specific examples include food, basic necessities, organisational expenses to facilitate service delivery, food bank & food pantries; meals delivery programs; homeless programs etc.).
- (2) **Capacity Grants** fund non-profits that are modifying their in-person service delivery modes extremely rapidly due to Covid-19, and need assistance to do so i.e. upgrading sanitation protocols and obtain cleaning supplies, protective equipment & personnel or upgrading technology to enable remote programmes (youth centres, recreation centres, senior services, community-based programs).
- (3) **Service Disruption Prevention Grants** to fund organisational activities to prevent disruption to their services. (examples: casual staff to fill positions vacant as a result of Covid-19; utilities and operational costs associated with Covid-19).

5. ASSESSMENT CRITERIA

Grant proposals will be evaluated using the following criteria:

- ▶ Aligns to the purpose of the grant round
- ▶ Clarity of project description and activities
- ▶ Achievable timeline that corresponds to the key activities, realistic project budget; funds spent within 3-6 months of receiving them

¹ At-risk children, youth, young people, women, men and elderly persons; Aboriginal and Torres Strait Islanders, refugees, migrants, precariously employed people, unemployed people, prisoners, domestic violence victims and perpetrators, homeless people, persons with a disability, persons identifying as LGBTIQ+ amongst others.

- ▶ Organisational capacity to deliver proposed activities
- ▶ Established track record in specific program content area or potential to achieve needed content expertise, alignment with organisation's mission
- ▶ Benefit to the community/needs addressed - evidence of needs

Other Considerations:

- ▶ Consultation and/or collaboration with other community organisations
- ▶ The proposed project should not overlap with or replace government activities/projects/services, but rather complement these.
- ▶ Ability to leverage financial, human and technical resources for greater impact

6. ASSESSMENT & AWARDED PROCESS

Once the grant round closes, the consortium will take approximately 1 week to assess applications and will inform applicants of the outcome thereafter. Successful applicants will be emailed a Grant Terms of Agreement (contract) to be signed. Payment will be expedited as much as possible. Grants will be fully paid out within a few days of receiving the signed Grant Terms of Agreement. A final acquittal report² is expected.

7. HOW TO SUBMIT YOUR APPLICATION

This Grant Round will be administered by Hands Across Canberra which uses Smarty Grants to manage applications. All applications must be submitted via the online Grant Program Application Forms. Interested grant applicants are encouraged to contact someone from the Consortium before making a submission.

Please fill out the application form at the following link:

<https://handsacrosscanberra.smartygrants.com.au/rapidresponse1>

8. CONTACT US

We encourage you to contact a member of the Consortium before submitting an application and for any questions you may have about the grant round.

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² If organisations have a pre-existing format for the acquittal report, a sample can be provided with the application for consideration. Alternatively, the Consortium can provide a sample acquittal report.