

Bridges Community Program Frequently asked questions

With the financial support of the IOOF Foundation, we invite the Bridges community to apply for funding for community programs that focus on building the financial literacy capacity of individuals, families and communities.

We encourage you to review these questions prior to contacting us. However, if you would like further information, please email us at community@bridges.com.au

Key dates	There are no closing dates for applications and applications are reviewed on an ongoing basis.	
Grant amounts	Small grants:	A one year grant for up to \$10,000.
	General grants:	Grants up to \$30,000 per a year for up to two years.
	Major grants:	Grants over \$30,000 are accepted by invitation only.
Process	Stage 1:	<p>We accept completed application forms in Word format via email to community@bridges.com.au. Receipt of your application will be acknowledged by email.</p> <ul style="list-style-type: none"> ▶ Please try to keep your application to four pages and a maximum total email attachment size of 4MB. ▶ Ensure that your application has your charitable organisation's name in the subject line and the titles of any email attachments, eg Red Cross 2016 Bridges.
	Stage 2:	<p>Once we have reviewed your application, we may request additional information, including but not limited to:</p> <ul style="list-style-type: none"> ▶ a copy of the latest annual report ▶ audited financial statements ▶ constitution including objectives/statement of purposes ▶ Deductible Gift Recipient (DGR)* certificate from the ATO.

*There are two distinct types of DGR and the type is identified on an organisation's notice of endorsement as a Deductible Gift Recipient as either Item 1 or Item 2.

Eligibility

Is your organisation eligible?

We can only make grants to charitable organisations with a DGR Item 1.

How can you find out if you have the right tax status?

The Australian Government's Australian Business Register at www.abr.business.gov.au enables you to search your organisation's name or ABN and see whether it is endorsed as a DGR and Tax Concession Charity (TCC).

Does a grant include GST?

As a general rule, we do not intend to include the GST incurred by an organisation for the purchase of equipment or provision of services to the community in any gifts. It is presumed your organisation is registered for the GST and therefore you are able to reclaim this amount. All grants are GST exclusive.

Applying

What is the funding period?

Small grants are generally provided for a one year period.

General grants have the option to have a multi-year funding of two years and any further additional funding will only be considered by invitation after the application is reviewed.

Multi-year funding is subject to satisfactory progress reports and a further application may be required to continue the grant.

Will long-term projects be funded?

Multi-year projects are considered by invitation only. We recognise that many projects need a substantial term if they are to succeed.

What if your organisation doesn't have an annual report?

Please note this in your application form. If your organisation has a newsletter, bulletin or minutes from the annual general meeting these can be included as an alternative. This information helps us get a picture of the people within the organisation and the activities being undertaken. All applicants must provide the latest audited financial statements.

What should you do if your organisation's circumstance or funding situation changes – for example if you secure funding from another source for the same activity?

Please email community@bridges.com.au with details of the change as soon as possible. We will consider the circumstances on a case by case basis.

Your organisation has many funding needs. What should you apply for?

We recommend that you apply for your organisation's greatest need.

Post application

What happens once the application is received?

Each application is logged and after an initial review we may contact you to request further information, discuss the project or make an appointment to meet you, especially if it is for a larger grant. Projects are then short-listed and a final set of recommendations are compiled for submission to the Program Committee for consideration.

If your application has been declined can you re-apply?

Only if you are seeking money for a different project or have received pre-approval.

When will you find out if the application was successful?

Generally, the process of evaluation, assessment and approval takes approximately three to four months. You will be notified via email as to whether or not you have been successful.

What feedback is provided on your organisation's application?

Due to the large number of applications we receive, we are not always able to provide individual feedback.

Can you meet with the Program Committee during the assessment period?

We will endeavour to meet all applicants that are invited to progress. As we assess a large number of applications, unfortunately we are unable to meet with all non-profit organisations during the application process.

Reporting

Are there any obligations if a grant is awarded?

The Program is funded by our community partner – the IOOF Foundation. All grants are made subject to the terms and conditions of the IOOF Foundation Grant Agreement. The Agreement outlines obligations for grantees, such as reporting and evaluation.

What happens if you don't comply with the reporting requirements?

Failure to comply with the reporting requirements of activities funded will result in your organisation being declared ineligible for funding in future funding rounds until the report is received.

Our focus – financial literacy

Our Program is committed to supporting The National Financial Literacy Strategy, a framework led by the Australian Securities and Investments Commission. The strategy provides a practical structure for action to guide and encourage all those with a role to play in improving financial literacy for Australians.

Improving financial literacy is a long-term behavioural change initiative. It requires a multi-faceted approach and sustained action over time to bring about gradual improvement. There are three key program areas:

- 1 **Youth:** Programs that are designed to educate the next generation, particularly through the formal education system.
- 2 **Education:** Programs that promote and increase the use of free, impartial information, tools and resources to key audiences such as Indigenous Australians, pre-retirees, seniors and women.
- 3 **Financial partnerships:** Programs that are focused on quality services that provide targeted guidance and support and build the capacity of organisations who deliver programs to foster financial self-reliance.

To apply for a grant, please complete the Bridges Community Program application form, available at www.bridges.com.au. If you have further questions, please email community@bridges.com.au