

## Recovery & Resilience Grants Program 2020

### Information and Guidelines



*Photo: 2020 Community Grants Recipients & NRCF Team*

## **CONTENTS**

- [1. Who is NRCF](#)**
- [2. Purpose of the Grants Program](#)**
- [3. Grant Program Goals](#)**
- [4. What kinds of support are available](#)**
- [5. Community Impact Areas](#)**
- [6. What is Resilience & Regeneration](#)**
- [7. Eligibility](#)**
- [8. What this grant program does and does not fund – the specifics](#)**
- [9. Assessment & Essential Criteria](#)**
- [10. Other Assessment Criteria](#)**
- [11. Submitting your application](#)**
- [12. The outcome of your application](#)**
- [13. Further Support](#)**
- [14. Sample Application Questions](#)**

# NRCF RECOVERY & RESILIENCE GRANTS PROGRAM 2020

## INFORMATION & GUIDELINES

### 1. Who is NRCF?

Northern Rivers Community Foundation (NRCF) - ***We help you help others***

NRCF was established in 2004 to connect people who care, with local causes that matter, to enhance community well-being for the Northern Rivers region of NSW. NRCF strives to create a compassionate, generous and equitable community. We are dedicated to improving the lives of those less fortunate in our community by supporting social, environmental and cultural community organisations and groups across the 7 LGAs of the Northern Rivers.

### 2. Purpose of Grants Program

The Recovery & Resilience Grants Program supports smaller, not for profit, community groups or organisations in the 7 LGAs of the Northern Rivers that have been impacted by a recent disaster, such as a flood, bushfire, or more recently the global pandemic of COVID-19. Natural disaster areas are defined by the Federal Department of Home Affairs 'Disaster Assist' Program: <https://www.disasterassist.gov.au/find-a-disaster/australian-disasters>

This grants program is focused on funding solution-based responses to the current challenges faced, as well as encouraging community organisations to become more resilient and regenerative in their approach to natural disasters and crises.

### 3. Grant Program Goals

The Recovery & Resilience Grants Program is a small grants program offering grants from \$2,000 - \$10,000 with an average grant recommendation of \$4,000-\$5000. The program will focus on the following:

- a) Supporting smaller community organisations in their recovery from COVID-19 and/or recent natural disasters, specifically those organisations who have 'fallen through the gaps' in state & federal funding.
- b) Encouraging resilience & regeneration within community organisations, through their PEOPLE, PROJECTS or PROGRAMS, and the ORGANISATION itself as a strategic entity.
- c) Providing a grantmaking platform that fairly & equitably addresses grant applications.

d) Promoting a grants program that is accessible to the whole Northern Rivers region.

#### 4. What kinds of support are available?

Grants will be awarded to meet the needs of community organisations and groups that need assistance during the recovery phase of a crisis as well as support to establish more resilient and regenerative practices. For example:

- Training of volunteers to meet the increase in demand for services
- Online mental health & psychological support for staff & volunteers working in emergency relief programs
- Mobile devices for elderly group members to participate in a 'Stay Connected' program
- Support a one year trial for a case worker at the local food pantry
- Business planning & mentoring to create a more resilient and adaptive organisation to future crises
- Volunteer Engagement program to attract and train a broader age range of volunteers

**Please note:** NRCF tends not to fund projects or programs for the purposes of one-off emergency relief assistance. However, NRCF does support capacity building projects for emergency relief programs. For example, a neighbourhood centre could not apply for funds to purchase food for their neighbourhood pantry, however they could apply to purchase and install a new freezer for the pantry.

If an organisation or group would like NRCF to make an exception and accept an application for one-off assistance, then they must detail why they have not been able to access support from traditional emergency relief organisations.

#### 5. Community Impact Areas

This grants program does not restrict grant funding to specific impact areas. Grantseeker groups or organisations can work in a number of impact areas, such as:

Aged Services	Homeless Support
Health & Wellbeing	Conservation & Environment
Education & Training	Disability
Family	Indigenous
Arts & Culture	Multicultural Integration
Youth Programs	Animal Welfare & Wildlife Conservation

Recovery & Resilience projects may impact one or more of these areas.

## 6. What is Resilience & Regeneration?

Resilience can be defined as the ability to recover from setbacks, adapt well to change, and keep going in the face of adversity. Learning to become more resilient can offer organisations the opportunity to improve, maximizing their potential and success.

A resilient group or organisation is not one that merely survives over the long term, but thrives, building competence and capability across all aspects of the organisation. NRCF will focus on the following aspects of resilience:

- \* Resilient People – supporting the people in an organisation to respond and recover from crises
- \* Resilient Project/Program – adapting a project or program to the changing needs of a community as it faces the challenges of a current or future crisis.
- \* Resilient Organisation – strategy, planning and preparedness: future proofing your organisation

A Recovery & Resilience project can also include capital projects e.g. infrastructure or equipment.

Regeneration can be defined simply as the intent to live within our natural and social limitations, while also creating abundance rather than depletion. Instead of just “sustaining” the status quo, regeneration aims to rebuild our environment, grow our markets, and empower society. Community organisations and groups when responding to disasters and crises, can look to regenerative principles when designing new ways of doing things.

## 7. Eligibility

a) Organisation Type	<p>Applicants can either be:</p> <ul style="list-style-type: none"> <li>• A not-for-profit group or organisation with a charitable purpose, or</li> <li>• A not for profit group that has partnered with a charitable organisation through an auspice arrangement.</li> </ul>
b) Gross Revenue Limit	<p>NRCF distributes grants to small organisations with annual gross revenue less than \$5 million.</p> <p><i>Rationale: NRCF acknowledges the valuable contribution that not-for-profit and community organisations of all sizes make to the Northern Rivers community. Through the NRCF Recovery &amp; Resilience Program we seek to support and will prioritise smaller community organisations that often have a considerable reliance on grants and fundraising to continue their activities.</i></p> <p>NRCF may consider funding organisations with annual gross revenue in excess of \$5 million. If grant seekers are in this</p>

	category and have an exceptional project worth considering, they will be able to contact our office before submitting an application.
c) Location of organisation and/or its activities	NRCF prioritises local Northern Rivers community based organisations. However, NRCF will also consider funding from national community organisations, provided they have an independent Northern Rivers branch with annual gross revenue less than \$5 million.
d) Social enterprises	Social enterprises are supported as long as they are a not for profit group or organisation.
e) Project dates	The grants are available to cover activities that operate for 12 months, from October 1, 2020 to September 30, 2021.
f) Current NRCF grant recipients	An applicant who has a project currently funded by NRCF from the previous year's grants round, will be asked to acquit that project before applying for this grants round. If your project is not yet completed, you will be asked to complete an interim report. Please contact the office at <a href="mailto:info@nrcf.org.au">info@nrcf.org.au</a> .

## 8. What this grant program does and does not fund – the specifics

- NRCF tends not to fund projects or programs for the purposes of one-off emergency relief assistance. However, NRCF does support capacity building projects for emergency relief programs. For example, a neighbourhood centre could not apply for funds to purchase food for their neighbourhood pantry, however they could apply to purchase and install a new freezer for the pantry.
- If an organisation or group would like NRCF to make an exception and apply for one-off emergency relief assistance, then they must detail why they have not been able to access support from traditional emergency relief organisations.
- If you would like to apply for funding for wages or administration, please ensure the project term does not exceed one year, and the wages &/or administration costs specifically relate to the project you are applying for. Long-term, ongoing, core operational costs will not be considered for funding.
- We accept small scale 'Capital projects' i.e. renovations, new equipment or upgrades.
- We prioritise applications that show community support for the project. This could be a letter of support, commitment to funding, and/or a delivery partnership.
- We cannot fund projects where the grant seeker is asking NRCF to fund 100% of the project. You are encouraged to contribute your own cash or in-kind support, or

request support from community partners.

- NRCF only accepts one application per group/organisation.
- Ineligible applications include:
  - Incomplete applications
  - Applications that miss the submission deadline
  - Requests for funding that include core operational costs. Only project costs and project related wages will be considered.
  - Unsigned applications and/or letters of support
  - Applications without required supporting documentation
  - Projects where the grant seeker is asking NRCF to fund 100% of the project. You are encouraged to contribute your own cash &/or in-kind support, or request support from partners.
  - Requests for funding that include prizes, gifts, awards or trophies
  - Projects or activities that have already happened
  - Projects that take place outside the Northern Rivers of NSW
  - Projects from political parties

## 9. Assessment & Essential Criteria

Assessment is undertaken by the NRCF Grants Committee. The Committee comprises NRCF board members and community representatives with extensive experience in the community grants process and who are knowledgeable about relevant local community issues.

- Applications will be checked to ensure that all details are correct. You will be notified by email if your application is not eligible.
- The Grants Committee meets within six weeks of the closing date to determine the funding of projects. Please ensure that the respondents listed for your project are contactable.
- The Grants Committee sends their funding recommendations to the NRCF Board. The Board makes the final decision on all funding

To meet the Essential Criteria, projects should:

**(i) Identify organisational or community need in terms of recovery & resilience**

- clearly detail the impact of the crisis/disaster and what need has been identified
- explain how the project fills that need and supports the organisation in their recovery
- explain how the project serves to build resilience in their organisation

**(ii) Show measurable impact**

- describe the project's measurement goals and effective means to measure outcomes

**(iii) Demonstrate project viability - strength & sustainability**

- detail a clear and realistic delivery plan to ensure effective and efficient delivery of project
- provide a project budget that is accurate and realistic in terms of costs

#### (iv) Organisational viability

- prove strength & sustainability of the organisation in terms of history & experience, in the field related to the project
- show that the organisation has adequate assets to support core programs and/or operations
- confirm project support, either by the organisation itself, or community partners

## 10. Other Assessment Criteria

Following this merit-based assessment, the decision on final grant distributions may also include:

- (i) Geographic reach
- (ii) Impact area
- (iii) NRCF Sub Funds
- (iv) Funding for Capital (infrastructure or equipment) OR Project/Program (services)
- (v) Any previous grant relationship with NRCF

## 11. Submitting your application

The Recovery & Resilience Grants program opens on **Tuesday, 7<sup>th</sup> July 2020**. Applications close at midnight on **Monday, 17<sup>th</sup> August 2020**. Applications can be submitted via email or post.

- Via Email: Please [download the application form from the website here](#), anytime from 7<sup>th</sup> July. You will need to provide the supporting documentation as separate attachments. Email the form and supporting documentation to [info@nrcf.org.au](mailto:info@nrcf.org.au).
- Via Post: Applications must be **received** by post no later than **Monday 17<sup>th</sup> August 2020**. Please address to Executive Officer, NRCF, PO Box 1426, BALLINA, NSW, 2478.
- Late applications will **not** be accepted.

Applicants will receive acknowledgement of their submission via email only.

## 12. The outcome of your application

- All applicants will be informed of the outcomes of their submission by late September.
- Should your application be successful you will be required to enter into a Grant Agreement with the Foundation. This Agreement will outline the nature of the

partnership including how the grant shall be used and what reporting criteria are required for acquittal of your grant funds.

- If you have submitted the project in an auspicing arrangement with a sponsoring organisation, that sponsoring organisation will also be required to sign the Agreement and the grant money will be paid to the sponsoring organisation for the project.
- If your application is successful, NRCF will consider you as a partner in their Recovery & Resilience Grants Program and will request your co-operation with:
  - Attendance at the NRCF Grant Giving event in early October
  - PR and media events at the time of the grant announcement and during and/or after the completion of the project.
  - You will be asked to acknowledge the NRCF in speeches, publicity, social media and printed material in relation to the funded project.
- If your application is unsuccessful, you will have the opportunity to request feedback from the Grants Chair or our Executive Officer.

### 13. Further support

The following links will assist you when writing your grant application:

<https://www.fundingcentre.com.au/help/writing-grant>

<http://www.philanthropy.org.au/seek-funding/how-to-seek-funding/>

For further information about NRCF's Recovery & Resilience Grants Program or the application process, please contact the NRCF office on 0499 862 886 during business hours Monday to Thursday or email [info@nrcf.org.au](mailto:info@nrcf.org.au).

To help you prepare for the application process, please find a list of sample application questions below.

### 14. Sample Application Questions

- a) Please describe how the disaster and/or crisis have impacted your organisation.
- b) How has your organisation responded to the challenges of this disaster and/or crisis?
- c) What changes have been made, or will be made, for the organisation to cope better with future challenges?
- d) What have you learnt about your organisation in terms of your capacity to cope with crises?
- e) What do you need the NRCF funding for?
- f) Who will benefit from your project?

- Describe the beneficiaries and how will they benefit?
- How many people will directly benefit and/or be involved working on the project?

g) How will you measure if these outcomes have been achieved?

h) How will you deliver the project? List the key activities and dates.

i) Please provide a Project Budget

j) Please describe your organisation's capacity to successfully undertake the project.

- Please include your organisation's history & experience in delivering similar projects.
- Who will deliver your project?
- Please detail the nature of any partnerships involved

k) Have you received any government funding to date for crisis or disaster related recovery e.g. bushfire relief, Covid-19 stimulus: cash boost; Covid-19 stimulus: job keeper

l) How has the organisation's income been affected by the recent crisis or natural disaster?

The applicant will also be asked to supply a P&L and Balance Sheet showing assets & operations.