Repair-Restore-Renew Cyclone and Flood Recovery Grants
Program Guidelines – Round 1

Open 7 May to 18 June 2018

Program Overview

The objective of the Repair-Restore-Renew (RRR) program is to deliver a collaborative, flexible and responsive grants program to support recovery from disaster, increase the resilience and capacity of community groups; and create new opportunities for partnership, enterprise and leadership in regions across rural and regional Australia.

The RRR program provides grants to support the medium-to-long term recovery of communities impacted by the cyclones and floods in Queensland and New South Wales in 2017. Grants are provided through a collaboration of donors and partners including Australia Post, ANZ, John T Reid Charitable Trusts, Aussie Farmers’ Foundation and numerous private donors. As a result of this collaboration, a total of $240,000 is available for granting across the 2017 disaster-affected regions.

FRRR invites community groups and not-for-profit organisations based in or working in natural disaster affected communities (see Appendix for list of eligible regions) to contact FRRR to discuss an application for projects which meet the eligibility criteria and address one or more of the priority needs.

After reading these guidelines and application criteria, please contact Hannah Jakab on freecall 1800 170 020 or email recovery@frrr.org.au to discuss your project.

Eligibility

Grants from $100 to $15,000 will be provided to not-for-profit and community organisations that can clearly demonstrate the following:

- Projects must directly benefit communities in Queensland and New South Wales affected or impacted by the cyclone or flooding events during 28 March to 6 April 2017.
- Projects must be for a charitable purpose (benefit the wider community).
- Projects that contribute to local community recovery in the areas of social and community wellbeing, economic recovery, environmental recovery, health, education, and culture.
• Projects that demonstrate a benefit to the community in the **medium to long term recovery process** (12-36 months following the natural disaster).
• Projects must not duplicate an existing service or program.
• Project will occur post October 2018.
• Applicant organisations must have an ABN or Incorporation Certificate.

**Who can apply?**

• Priority will be given to organisations run by and based in disaster affected communities over those delivering services to, but not based in disaster affected areas.
• Community Groups.
• Not-for-profit organisations with an ABN or Incorporation Certificate.
• Preference will be given to projects led by local communities that foster collaboration and local community involvement.

Please note no specific tax status is required.

**What can be funded?**

1. **Building Community Resilience** - *for example, projects that:*
   • Support community information sharing, media and communications, including communication mediums such as community radio, UHF networks, community newsletters (electronic / hard copy), community noticeboards;
   • Support community-based skill / capability development, including developing leadership capacity within the community;
   • Invest in community assets / infrastructure, such as improving minor community infrastructure and meeting places;
   • Strengthen local resourcing / delivery capacity through the purchase of tools and equipment, such as trailers, emergency services, training, signage, water tanks, and BBQ’s;
   • Support community planning or management that increases community preparedness for natural disasters;
   • Support the development or operation of local community networks or coordinating alliances that help link things up within the community.

2. **Developing Organisational Resilience and Capacity** - *for example, projects that:*
   • Strengthen local not-for-profit organisations’ operational infrastructure to improve service delivery;
   • Support organisational skill / capability development, i.e upskilling Committees of Management;
   • Support strategic operational planning and sustainability;
   • Support organisational revenue generation / fundraising, i.e. purchase of tools and equipment that boost community capacity to fundraise;
   • Foster organisational networks / alliances.
3. **Enhancing Environmental Sustainability - for example, projects that:**
   - Increase awareness of local environmental issues caused by the recent disaster;
   - Provide opportunities for local residents to care for the local environment;
   - Work to restore the local natural environment.

4. **Fostering Cultural Vibrancy - for example, projects that:**
   - Support community recovery through the arts;
   - Provide opportunities for self-expression of primary school-aged children and adolescent youth;
   - Celebrate local culture & identity, i.e. support place making and identity making.

5. **Lifelong Education & Training - for example, projects that:**
   - Provide local residents with skills or training opportunities that support volunteer capacity and reduce volunteer fatigue related to disaster recovery;
   - Increase community preparedness for future disasters;
   - Support school engagement and student wellbeing.

6. **Economic Strength - for example, projects that:**
   - Drive local economic recovery and renewal post-disaster;
   - Promote local tourism;
   - Promote agricultural industry sustainability /development.

7. **Improving Community Health & Social Wellbeing - for example, projects that:**
   - Promote mental health and psychological wellbeing of disaster-affected residents;
   - Promote or improve community safety;
   - Increase community cohesion and engagement;
   - Increase inclusiveness and participation of disadvantaged, marginalised or at-risk members of the impacted community;
   - Support the physical and mental health of primary school-aged children and adolescent youth.

**Note:** Salaries and wages will be considered if part of a larger project.

These are indicative only of the types of projects that can be supported. Applicants are encouraged to ensure project applications suit their local community’s needs, priorities and interests.

**What can’t be funded?**

- Government core business (Federal, State or Local);
- Projects that are primarily for individual or private benefit;
- Retrospective projects, i.e. projects that have already occurred or which will have occurred by the time funds are received;
- Purely Sport and Recreation*;
- Purely Social Activities*.

* The Australian Taxation Office has ruled that the encouragement or advancement of sport, recreation or social activities are not considered to have a “charitable purpose”.

FRRR Repair-Restore-Renew (RRR) 2017 Program Guidelines – Round 1
What makes a stronger application?

- Community-based and led projects with **strong partnerships**, a **defined project plan** and a **clear evaluation plan that is relevant to the scale and depth of the project** to capture impacts and outcomes of the project.
- **Signed letters of support from organisations directly involved in the project**, clearly stating their contribution towards the project, are highly desirable.
- **Quotes** (where applicable) supporting the funding request are highly regarded and should be provided for items over $500.
- A financial or in-kind **contribution towards the project from the applicant organisation** is highly desirable and will be taken into account when assessing applications. Organisations that are unable to contribute either financially or in-kind should clearly articulate in the application why they are unable to do so.

Planning your application should include consideration of the following:

1. **Identifying which of the seven activity areas** (listed above) **your project is focused on**.

2. **The approaches / change mechanism that you will use in your project**:
   a) Providing access to services / activities;
   b) Developing knowledge, awareness and skills;
   c) Building local capacity (helping organisations to deliver effective supports, services, activities);
   d) Investing in equipment / infrastructure to catalyse change.

3. **The outcomes that you anticipate your project achieving** (all projects must measure against one or more of the following outcomes):
   a) Stronger community resilience;
   b) Greater community participation and engagement;
   c) More friendly and inclusive community;
   d) Build a creative / culturally vibrant community;
   e) Improve financial security and relieve poverty;
   f) Innovate or respond to local opportunities;
   g) Give children the best start in life;
   h) Strengthen the ability to respond to community / individual challenges;
   i) (Re)build community identity and sense of pride;
   j) Strengthen the local economy;
   k) Increase engagement in learning and strengthen educational outcomes;
   l) Promote environmental health / sustainability.

**How to Apply**

After reading these guidelines, applicants need to speak with a member of the **Repair-Restore-Renew (RRR)** program team at FRRR prior to submitting an application: 1800 170 020 / recovery@frrr.org.au. This will help to reduce the risk of time and effort being put into an ineligible project and provides an opportunity to receive feedback and support in preparing an application.
If your project is eligible: FRRR accepts applications via its online application portal, Grants Gateway.

If you have questions about your project, are unable to apply online, or experience any problems in using Grants Gateway, please contact us on free call 1800 170 020 or email recovery@frrr.org.au.

If you have previously applied using FRRR’s Grants Gateway, login using your user account and start a new application.

If you have not previously applied for a grant with FRRR via this system, you need to set up an account to start your first application.

Click on the Apply Now button on the Repair-Restore-Renew (RRR) page and then follow the link to ‘Set up an account’. You will be prompted to create an online account to access the application form, using an email address and password.

Please use an email address associated with your organisation or group (rather than a personal email address) to create the account. This ensures that any member of your organisation or committee will be able to access the account even if the person managing the application changes. It will also ensure your history is there for future applications, and for reporting.

Once the account has been established, you will be able to start the application, save your progress and finally submit via the online portal, until the program closes at 5pm AEDT on Monday, 18 June 2018. We recommend that you print a copy of the form (top right of the online application screen), so you can see all the information required and begin drafting your answers and collating the required information.

Tips for using the Grants Gateway: We strongly recommend preparing your application content in a word document and then transferring your final application content to the Grants Gateway form. This will assist in managing versions and will reduce the risk of losing work if an internet connection times out – although continual saving is also recommended. Working offline also makes it easier for multiple people to work on an application before entering your application into Grants Gateway for submission.

To return to your application once started, you will need to use the application link that is automatically generated by the system and emailed to your nominated Grants Gateway user email – you will only be able to access your application by using this link.

We have developed various tools to help you navigate the application process. We strongly suggest you read the How-To Guide and FAQs, and watch our helpful tips on How to Navigate the Activity Tree before you start your application.

What information should be provided with applications?

FRRR considers all eligible applications on their merit. However, we are only able to make a proper assessment of funding requests when we have adequate information about the applicant organisation and the project that funds will support.

The following are important to be aware of and FRRR suggests attending to these early in the preparation of grant applications:

- An up-to-date organisational financial statement that shows the most recent 12 months of activity. This is preferably a profit & loss statement, balance sheet and cash flow statement. At a minimum and only where an applicant doesn’t have the above, a current bank statement can be provided.
- A copy of your current ABN or Incorporation Certificate.
• Letters of support and quotes can significantly strengthen your application, as does the inclusion of in-kind support, e.g. volunteer hours, and other sources of funding in your project budget. We highly recommend that you include letters of support, in-kind support and quotes with your application. Note: we suggest costing unskilled volunteer labour at $25/hr.
• All supporting material MUST be submitted with the application.

If you need assistance with any of the above, please contact our office on 1800 170 020.

How to submit your application

You will need to upload the following with your application before submitting:
• Your most recent financials, per the requirements listed above;
• Quotes for items to be purchased (over $500) or outsourced; and
• Letters of support from those partnering in, or directly benefiting from the project.

Once you have reviewed and completed your Grants Gateway application and uploaded the relevant documentation, click the ‘Submit’ button at the bottom of the ‘Review My Application’ tab page.

FRRR recommends you save a copy of the application for your records, although a copy will be emailed to you.

If you have questions about your project, are unable to apply online, or experience any problems in using Grants Gateway, please contact us: Free call 1800 170 020 or email info@frrr.org.au.

Applications will be accepted any time from 7 May through to 5pm AEST to 18 June 2018.

Applications will be assessed by an independent Advisory Committee in September 2018. Further grant rounds will be announced dependent upon availability of funds.

Process for consideration of applications

All applicants will be notified of the outcome of their application by email within 12 weeks of the closing date.
Appendix

Eligible communities for this program are listed below. These are the regions declared by the relevant Government bodies, State and Federal, as the most heavily impacted by the natural disaster between 28 March and 6 April 2017 in Queensland and New South Wales:

<table>
<thead>
<tr>
<th>Local Government region - Queensland</th>
<th>Local Government region – New South Wales</th>
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<tbody>
<tr>
<td>Mackay</td>
<td>Ballina</td>
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<td>Isaac</td>
<td>Byron</td>
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<td>Livingstone</td>
<td>Clarence Valley</td>
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<td>Rockhampton</td>
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<td>Gold Coast</td>
<td>Richmond Valley</td>
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<td>Logan</td>
<td>Tenterfield</td>
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<td>Scenic Rim</td>
<td>Tweed</td>
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Table 1: Impacted Queensland and New South Wales LGAs