

PROGRAM GUIDELINES & APPLICATION TOOLKIT

School and Beyond Program

2019



Background and Aim of the Program

More than 10 years on from the 2009 Victorian bushfires, young people affected by the fires have emerged as some of the most vulnerable and at-risk in our communities. Whilst there have been a range of supports available to young people since the fires, the needs are complex, long term and potentially intergenerational if not addressed. Some of the key challenges include:

- Interrupted education at the time of the fires leading to developmental delays, gaps in basic competencies and disengagement with education;
- Issues including high rates of absenteeism, behavioural problems, criminal and anti-social behaviours;
- Mental health of many youth is fragile;
- Family breakdown and instability at home;
- Family environments where one or more family members are experiencing PTSD and other mental health issues.

The School and Beyond program provides funds via approved Community Organisation Partners:

- To help remove financial and psychological barriers to participation and completion of study and pathways to vocational training and employment; and
- To support the cost of education and training costs for young people directly affected by the 2009 Victorian bushfires.

Approved Community Organisation Partners are able to apply to FRRR for funds on an 'as needs' basis, to support costs associated with keeping individuals engaged in school or employment pathways or to support programs and activities for groups of young people who may be at risk or have left the system. By providing funds to services rather than directly to individuals the support can be directed to those most in need as identified by those working closely with them and in a timely way. By funding programs as well, it also ensures that funds are made widely available and are accessible to all fire affected youth who may not necessarily have a financial hardship but are still in need of targeted support to assist them to remain or re-engage with education.

The School and Beyond program accepts applications at any time. Requests under \$1,500 will be approved by the FRRR CEO within 10 business days from the date of receipt. Requests over \$1,500 will be approved by the FRRR Board within 20 business days from the date of receipt.

Organisational Eligibility

Who can apply?

School and Beyond Community Organisation Partners that have entered into an MOU with FRRR include:

- **Berry Street Victoria**, servicing the Baw Baw and La Trobe shires and touching on Murrindindi
- **CIRE Inc.**, Yarra Ranges Region
- **EACH**, Yarra Ranges Region
- **Eaglehawk Secondary College**, Bendigo area
- **Ellimatta Inc.**, Kinglake Ranges in Murrindindi Shire
- **Healesville Living and Learning Centre**, Yarra Ranges Shire
- **Kurnai College**, La Trobe Shire

- **NESAY**, Indigo, Alpine and Wangaratta Regions
- **Whittlesea Secondary College**, Whittlesea area in collaboration with Whittlesea Community House and City of Whittlesea Youth Services
- **Yarram Secondary College**, Wellington Shire
- **Yea High School**, northern Murrindindi Shire

Project Eligibility

Eligibility requirements for funding recipients

- Young people aged between 12 and 24 years;
- Young persons must have been a resident in a 2009 bushfire impacted community at the time of the disaster (they do not need to currently reside in a 2009 fire impacted town however);
- Young persons must be either at risk of disengaging or have recently disengaged from an education or vocational setting;
- Young persons must be experiencing financial hardship or a trauma-related issue that may be impacting on their ability to effectively engage in education / training;
- The support must improve the vocational opportunities and improve long term outcomes for the bushfire affected youth / youths;
- The support should positively impact the youth's family life / relationships,

What can be funded?

Applications must clearly demonstrate a focus on the FRRR **Lifelong Education and Training** activity area including projects that:

- Improve employment pathways for youth in bushfire affected regions;
- Relieve financial barriers to participation in education and training;
- Provide alternative avenues for youth to engage in education and training;
- Encourage youth to take up more meaningful roles in their communities;
- Increase school attendance;
- Increase self-reported self-esteem and confidence for youth;
- Improve sense of purpose and self-worth for youth;
- Support youth to enrol in and complete vocational training programs;
- Support youth to engage with local community activities such as leadership and mentoring programs;
- Improve the capacity of the services working with youth to assist in the development of appropriate responses to identified needs among fire-affected young people;
- Reduce the prevalence and impact of problems associated with youths disengaging in educational and vocational activities in bushfire affected regions.

Examples include:

- Access to items required to participate in education such as books, uniforms, travel costs (where this is the primary barrier to participation);
- Funding for tutors to support students;
- Course or program fees (where not subsidised);
- A program or activity which aims to engage a group of young people in education, training, or employment pathways and which build their vocational and personal skills, such as a Barista training course or job interview skills;
- Wages and operating costs can be supported if critical to the activity or program.

What can't be funded?

- Ongoing core organisational operational costs (e.g. rent, utilities, regular wages, loan repayments);
- The encouragement or advancement of sport, recreation and social activities are not considered charitable activities under Australian law. Applications from sporting organisations need to clearly demonstrate charitable outcomes and benefit to the wider community that are above and beyond the sporting activities of the club;
- Overseas travel and overseas projects;
- Prizes, gifts, trophies or awards;
- Projects that have already occurred or will occur before the grant is confirmed;
- Political lobbying;
- Projects solely focused on animal welfare cannot be considered;
- Projects that are for private benefit or which are the core responsibility of Government;
- Administration costs will not be supported.

It is important to note that applications will be considered ineligible if the:

- Application is submitted without required financial documentation;
- Final report/s from any FRRR grant program from the previous seven years has not been acquitted (auspiced organisations should check with your head organisation to see if there are any outstanding final reports owed to FRRR);
- Application is not for charitable purposes, i.e. is for private benefit or is the core responsibility of Government;
- Application is for a project or activity that has already occurred / is occurring;
- Application is incomplete.

Funding Available

It is projected that the School and Beyond program will close at the end of June 2019 (or earlier if funds are expended). There is no limit on the amount that can be requested, but costs must be substantiated and demonstrate good value for money.

Projects should be undertaken within a 12 month period from receipt of the grant. Projects cannot be funded retrospectively.

FRRR Assessment Considerations

Please read the table below to support the planning and preparation of your project. Please call FRRR should you have any questions about this table or the application form.

What we request from you	Why FRRR requests this information
Clear Project Information A clear description of exactly what the grant funds will be used for, when and where the project will happen, who will benefit and who will be involved in delivering the project, why the project and grant funds are needed, how funds will be spent and how the activities and success of the project will be recorded, evaluated and shared.	FRRR needs to clearly understand your project to assess its merits. Applicants should focus on addressing the what, when, where, who, why and how of the project, as this is the best formula to clearly communicate the details of the project.
Project Budget A project budget that clearly shows the items that FRRR grant funds will be used for and shows all income and expenses related to your project.	A clear budget helps FRRR to understand the size of your project, exactly how FRRR funds will be spent and helps demonstrate community support for your project through in-kind contributions

<p>Budgets should be realistic and must add up. Applicant contributions in cash or in-kind are highly regarded and quotes for items over \$1,000 are required. Note: FRRR suggests costing unskilled volunteer labour at \$41.00 per hour.</p>	<p>either from your organisation or partners / community members. For more info on costing volunteer labour, visit: https://www.fundingcentre.com.au/help/valuing-volunteer-labour</p>
<p>Organisational Financials For organisations that have audited financials, attach the most recent annual audited statements AND most recent quarter's profit and loss statement. For organisations that do not have audited financials, attach most recent 12 months profit and loss AND a balance sheet AND the most recent quarter's profit and loss statement. For organisations that aren't required to produce formal financial statements, please provide the most recent Treasurer's report with the most recent 12 months activity AND a balance sheet. For organisations less than one year old, attach a profit and loss statement for the period you have been operating and the most recent bank statement. Applicants should provide a brief explanation of any large financial surplus or current assets and reasons why FRRR funds are still required, as well as explanations of deficits and steps to sustain the organisation financially.</p>	<p>NOTE: School & Beyond partners who have provided their financials in the past 12 months are not required to resubmit. FRRR uses this information to understand your organisation's ability to manage the grant funds, and its financial viability. Please contact us if you cannot provide required financials, as applications without this information are not eligible.</p>
<p>Supporting Materials Supporting materials such as letters of support, community plans, survey results, photographs, media clips and research reports that can show the wider community support and partnerships involved in the project.</p>	<p>FRRR seeks to fund projects that are well-supported by the broader local community, are locally led and delivered, show good partnerships and benefit multiple parts of the community. As FRRR is not always familiar with your community, our staff considers support material as evidence toward understanding level of community need, benefit and support.</p>

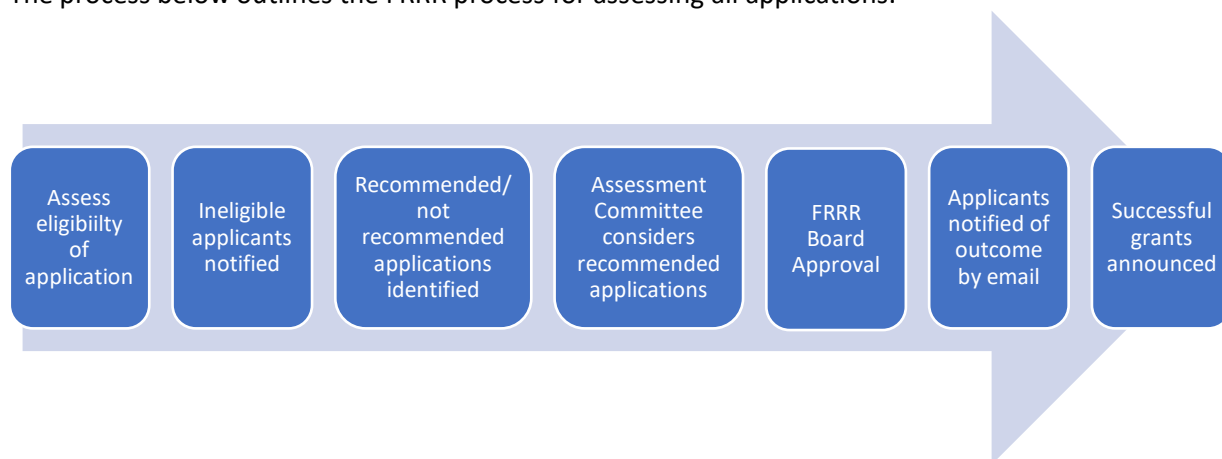
Application Checklist

Before you submit your application, please ensure that all items below have been addressed. If you need assistance with any of the items in this list, please contact FRRR.

QUESTIONS	CHECK
Is your organisation and project eligible?	
If your project involves building, modifying or upgrading facilities or public spaces, do you have the required Council permits and permission from the owners of the land or building?	
Have any outstanding FRRR grant acquittals been submitted?	
Have you attached the required financial information?	
Does the project include working with children? If so, does your organisation have relevant working with children policies in place?	
Have you attached quotes for goods and services over \$1,000?	
Have you attached support materials?	
Have you answered all the questions in the application form?	

FRRR Grant Application Assessment Process

The process below outlines the FRRR process for assessing all applications.



All eligible applicants will be notified of the outcome of their application by email within 20 business days from submitting the application.

How to Apply

Please contact the FRRR Disaster Recovery & Resilience Program Coordinator, Hannah Jakab on 1800 170 020 or recovery@frrr.org.au to discuss your projects eligibility. The Program Coordinator will provide a link to **FRRR's Grants Gateway**, our online application portal.

Our Donor Partners

The funds for this program are provided by the Victorian Bushfire Appeal Fund. It is expected the program will close at the end of June 2019 or earlier if funds are expended. There is currently \$130,000 available.

Contact Us

If you have any questions about the School & Beyond Program, please call FRRR on 1800 170 020 or email recovery@frrr.org.au.