

Application Guidelines

The Foundation considers applications from deserving community organisations that are committed to improving the quality of community life. Funding levels are flexible and will be dependant on funding availability and the organisations needs. In particular, priority is given to applications who:

- Are directly related to the Foundation priorities and areas of interest stated above;
- Produce cost effective results that can be measured and evaluated;
- Provide incentive and stimulation for the private and public sectors to work together in community problem solving;
- Encourage the coordination with other efforts;
- Advance innovative and long term strategies that will address recognised needs;
- Demonstrate an ability to be sustainable or to obtain future funding if it will be needed;
- Demonstrate philosophies consistent with Azure Capital values and objectives;
- Have Deductible Gift Recipient (DGR) status in accordance with the requirements of the Australian Taxation Office; and
- Have a presence in Australia.

Other Relevant Factors

Longer-term projects: The Foundation recognises that many projects need to be for a substantial term if they are to succeed.

Prevention: Programs which attempt to identify and deal with the cause of a problem are favoured over those that treat after-effects.

Community resources: Projects that have a community flow-on effect, by calling on qualified / skilled volunteers, or making use of community resources, allowing people to contribute to their community are preferred.

Skill base: The individuals responsible for the organisation and or / project delivery have the skills, track record and commitment to accomplish the work proposed.

Exclusions

In general, the Foundation will not support:

- Areas considered to be the direct responsibility of government;
- General fund raising projects;
- Travel, study or conferences (unless incidental to a project being funded);
- Other foundations, trusts and philanthropic organisations to fund their general objectives;
- Intermediate fund raising agencies;
- General maintenance or overhead expenses (unless part of a specific project);

- Mainstream school-based educational work; and
- Funding deficits.

Grant Application Instructions

If you would like to apply for a Foundation grant, please review the application instructions below before submission. For grant applications above \$2,000, a two stage process will apply:

1. *Submission of an Expression of Interest*

Please submit an Expression of Interest comprising a short summary outlining the organisation, its purpose, and the project for which funding is requested.

The Foundation Committee will evaluate the Expressions of Interest and successful applicants will be requested to lodge a more detailed application.

2. *Formal Application Instructions*

The applicant for a Foundation Grant will be asked to submit a written request describing the initiative seeking support. Please include:

- A brief description of the organisation, its history, its purpose, and the project for which funding is requested;
- Amount and purpose of the grant;
- A summary of anticipated sources of funding, including a list of other contributors;
- The organisation's total budget;
- Audited financial statements and / or Annual Report;
- Evidence of non-profit status;
- A list of board members and their affiliations;
- A set of measurements by which the program grant's effectiveness can be evaluated; and
- The organisation's most recent public relations materials.

For Grant applications below \$2,000, a short submission outlining the organisation, its purpose, and the project for which funding is requested will be required.

Applications are accepted throughout the year, however, please allow a turnaround time of 3 to 6 months. Applications will be acknowledged in writing within one month of receipt.

All applications should be addressed to the Azure Capital Charitable Foundation Board and submitted to the Foundation Secretary:

Elliot Hillier
Foundation Secretary
Phone: (08) 6263 0888
Email: eh@azurecapital.com.au