**2021 Grant Program Information**

 Our members

**IMPACT100 MELBOURNE**

Formed in 2013, Impact100 Melbourne is a Giving Fund of the Lord Mayor’s Charitable Foundation. Our members come together to pool their donations and democratically decide where the funds will deliver the biggest social change. Impact100 Melbourne aims to raise $100,000 annually to make an impact grant to a small charity in the Greater Melbourne area.

Impact100 Melbourne has appointed a Committee which calls for and reviews all applications and makes recommendations for grants to be approved by the Lord Mayor’s Charitable Foundation as Trustee.

**IMPACT GRANT PROGRAM FOCUS**

The theme for our 2021 impact grant is ‘Recovery and Resilience’ in response to the devastating impact of COVID-19 and the 2020 bushfires on charities where demand for services have escalated while revenue has declined and volunteering hours decreased.

Recent events have forced organisations to become agile and pivot their service delivery and fundraising and while disruptive, it presents an opportunity for charities to explore efficiencies, collaborate with other providers and embrace innovation.

We are seeking to fund projects that address one or more of the following:

* Developing new revenue streams or diversifying existing revenue streams; and/or
* Adaptive capacity by assessing, monitoring and evolving operations to respond to the challenges created by recent events, ; and/or
* Digital innovation and capability building such as long-term infrastructure investment, new technology or software; and/or
* Service innovation and collaboration including partnerships or mergers, sharing services or office space, service redesign.

**Eligibility**

To be eligible to apply your organisation will be:

* an ACNC registered charity;
* have Deductible Gift Recipient (item1) status;
* a direct service provider;
* operating for at least two years prior to the deadline for applications and be able to demonstrate effectiveness in your field;
* generate less than $3M in revenue;
* have less than 5 Full Time Equivalent employees;
* submit applications on or before the relevant due dates; and
* grants must be acquitted prior to 31 October 2022.

**Geographical Scope**

The grant must be utilised in the Greater Melbourne Area encompassing 31 Local Government Areas, as defined by the Victorian State Government. Applications will be accepted from all states and territories of Australian for proposals focussed on operations within the Greater Melbourne area, although priority will be given to Melbourne-based organisations.

**Exclusions**

Funding will not be provided for:

* Debt reduction or operational deficits;
* Endowment funds;
* Political or fundraising events;
* Retrospective funding;
* Multi-year projects where other funding has not been secured; or
* Auspicing – the organisation applying must be the organisation undertaking the project or program.
* Religious organisations where the grant is intended for the principal benefit of the organisation’s own members or adherents, or where the grant is intended for religious activities.

All recommendations for funding are at the discretion of the Impact100 Melbourne Committee and are subject to approval by the Lord Mayor’s Charitable Foundation as Trustee.

**OUR GRANTMAKING PROCESS**

**Expressions of Interest**

Interested applicants are invited to fill in the Expression of Interest application that can be downloaded from the Impact100 Melbourne website at www.impact100melbourne.org. Impact100 Melbourne may also research, seek out and approach a number of organisations that work in the Greater Melbourne area and are aligned with the Vision and Mission of Impact100 Melbourne.

Applications received by 5pm on the closing date will be assessed by the Grantmaking Sub-Committee of Impact100 Melbourne based on application criteria and eligibility, strength of project and impact and a grants matrix may be used to determine the long-list of 8-10 organisations that fit the grant criteria.

**Applications Invited**

Successful applications on the long-list will be invited to provide additional information including proposal plans and budgets. A template will be provided.

A larger committee of people made up of Impact100 members will undertake due diligence on each charity to determine the short-list (4 organisations), subject to approval by the Lord Mayor’s Charitable Foundation as Trustee.

**Site Visits**

Site visits will be coordinated with each finalist to provide an opportunity for Impact100 Melbourne members to learn more about each organisation, meet key operational staff and ask questions.

**Annual Grants Award Night**

All four finalists will be invited to make a brief presentation to Impact100 Melbourne Members at our Annual Grants Award Night. Impact100 Members vote and the Impact Grant winner is announced.

**FUNDING CONDITIONS**

* If your organisation is among the selected four finalists you will be required to attend our annual Grant Awards Event in August 2021 (date to be confirmed).
* Any organisation may only submit one application per year.
* It is expected that the grant funds will be expended in accordance with the submission provided in the second-round application and within a 24 month period.
* Impact100 Melbourne contributions should be acknowledged in any relevant publication, promotional material or news release.
* Public liability insurance or any other insurance appropriate to the activities within your proposal are the responsibility of the applicant.
* If you apply for a grant you must ensure that the activity that is the focus of your application complies with relevant statues, regulations, by-laws, mandatory codes and requirements of any Commonwealth, State, Territory or Local Authority.
* The information requested in the application form is to be used for the purposes of assessing whether an organisation is eligible for funding and will be accessible to members of Impact100 Melbourne for this purpose.

**IMPORTANT DATES FOR APPLICANTS**

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|  | Date | Activity |
| 1 | 20 March 2021 | **FIRST ROUND**Applications for Expressions of Interest open and are available online at www.impact100melbourne.org  |
| 2 |  10 April 2021 | Applications for Expressions of Interest close. |
| 3 | 26 April 2021 | **SECOND ROUND**Applications for long-listed applicants open.  |
| 4 |  | The opportunity to contact our representatives to ask questions about the grant and application process will remain open up to the application closing date. |
| 5 | 17 May 2021 | Closing date for receipt of second round application. Late applications are not accepted.  |
| 6 | 29 June 2021 | Final Four Shortlisted organisations announced.  |
| 7 | 12 July 2021 | Site visits with each finalist commence.  |
| 8 | August (date to be confirmed) | Annual Grant Awards Dinner where impact grant recipient announced.  |