

# MELBOURNE AIRPORT

## Community Grants – Key selection Criteria 2021

Melbourne Airport currently supports more than 20,000 jobs, which is forecast to grow to more than 35,000 by 2038. We're keen to enable local community members to share in this growth, and to be empowered to contribute fully to the community in which we live and work.

Melbourne Airport appreciates the existing infrastructure and knowledge of local Neighbourhood Houses in responding to the specific educational and employment needs of their communities. As such, the Melbourne Airport \$100,000 Community Grants program was launched in June 2019, with its unique Neighbourhood House focus.

These grants are designed to enable Neighbourhood Houses to do more of the *proven* projects that their communities are calling out for – *with a particular focus on strengthening employment pathways and educational outcomes.*

**Ten grants of \$10,000 are available to Neighbourhood Houses located within a 15km radius of Melbourne Airport. These eligible houses have been calculated by geo-mapping experts in consultation with Neighbourhood Houses Victoria and can be found within the Grant Guidelines document.**

### **Who can apply?**

- Only organisations named within eligible houses list can apply.
- DGR1 status organisations, or those who apply under the auspice of the [Australian Neighbourhood Houses and Centres Association Public Fund for DGR](#).

### **What sort of projects are Melbourne Airport funding?**

*Educational or employment pathway projects that:*

- Are responsive to the contemporary needs and reflect the cultural makeup for their local communities
- Benefit culturally and linguistically diverse or newly arrived migrant communities
- Have a proven track record and outcomes
- Can articulate how they are increasing economic participation and educational outcomes, social cohesion and engagement
- Have strong partnerships with complementary organisations where possible
- Can demonstrate an investment in forward planning
- Are not already fully funded by existing government funding streams.

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### *Key Dates*

April 2021 – Community grants launched (resources available)

26 April 2021 – Grants open – 9am AEST

21 May 2021 – Grants close – 5pm AEST

June 2021 – Successful grants awarded

July – August 2021 Grant funding provided

### *Grant Timeframes*

This grant program was primarily designed for grants to be expended over a one-year period with the full grant amount (\$10,000) to be provided in July 2021. However Melbourne Airport is open to the grant being used over a timeframe of up to 24 months - if mid-point progress reporting can be provided.

For projects than span longer than 12 months, funding will be split into two tranches, with the receipt of mid-point progress reporting triggering the second portion of funding to be released. The total grant value is \$10,000 – regardless of the grant timeframe.

### *Key Selection Criteria*

Melbourne Airport and Australian Communities Foundation will assess applications against the following criteria:

1. Organisational – strength and transparency of budget, financial stability and strong governance.
2. Strong partnerships & investment in forward planning. Detail of; how the organisation/ program/ project is working with other sector providers to aid efficiency/ avoid duplication, the sustainability of project, utilisation of multiple funding streams and scalability.
3. Responsive to the local community/ CALD makeup – what is the need, who will the program be assisting and why are they a priority for this Neighbourhood House?
4. Clear educational/ employment pathways of the project – How will this improve the educational and employment pathways of the target cohort?
5. Articulation of desired outcomes/ impacts – (economic participation, educational attainment, social cohesion or engagement). What does success look like, how and when will it be measured?
6. Proven Track Record/ Strong Outcomes – Detail of current experience in delivering the project, its achievements and what this additional funding will enable.
7. Consideration of COVID-19 safe practices including flexibility to respond to government restrictions and health measures.
8. Overall Enthusiasm – Consider what might get someone passionate about this project and the need it's addressing? Your grant application will be shortlisted by those within the philanthropic/ community sector, but will also be reviewed by those without direct experience working the sector. Consider what information/ stories/ materials might excite them/ help them 'get it'? These materials don't necessarily need to be produced by the applicant organisation but they do need to be concise.

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### ***Melbourne Airport is open to funding:***

1. Salaries
2. Project costs
3. A discrete element of a larger project
4. Up to two applications per organisation per grant round
5. Projects reapplying after being funded through a previous round (Additional funding is not guaranteed and all reporting requirements must be up to date).

### ***Melbourne Airport is not open to funding:***

1. Projects at the pilot stage or approaches that are untested
2. Projects that duplicate an existing offering
3. General operating support
4. Capital expenditure – some capital expenses are permitted but they should not form the majority of the application budget
5. Organisations who are not registered neighbourhood houses and neighbourhood houses that are not on the eligible houses list
6. Professional development, political or faith-based activities.

### ***Additional COVID-19 considerations***

Applicants will be asked how they plan to deliver their program in a safe manner – to reflect COVID-19 social distancing and other measures

Support of educational and employment pathway projects remains as a priority, but the key selection criteria of “Are responsive to the contemporary needs of their local community” will increase in ranking priority – to reflect evolving health situations

The criteria surrounding how a submitted project is increasing social cohesion, engagement, economic participation and employment pathways, will be viewed through the lens of previous performance and future expectations of when and how a project can safely be delivered.

To alleviate concerns and potential workload issues for all involved, for successful grant applications Melbourne Airport will accommodate any reasonable changes required to enable Neighbourhood Houses to safely deliver their projects and support their communities.

### ***Auspiced Applications – additional information***

- Melbourne Airport encourages eligible Neighbourhood Houses without DGR status to consider applying via the [Australian Neighbourhood Houses and Centres Association Public Fund for DGR](#)
- In 2020, 6 of the 10 successful grant applicants utilised an auspice
- Melbourne Airport will fund the auspicating costs for successful grant applications (i.e. a \$10,500 grant will be provided to cover the 5% auspicating charge)
- Auspiced applications should provide the contact and address details of where the project will be delivered (to enable efficient eligibility and compelling grant assessment).

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### *Repeat Applicants*

- Melbourne Airport welcomes grant applications from organisations/ projects which received funding in 2020 (and indeed those which did not receive funding)
- 2021 grant applications will be assessed on their individual merit – utilising a similar key selection criteria as 2020, but naturally in competition with all other 2021 applications
- If funding is sought in 2021 for the *same* project that was funded in 2020, applicants are *strongly encouraged* to include impact data/ mid-point evaluation/ results within their 2021 grant application – noting that a full acquittal is *not* required to submit a grant application in the 2021 grant round, given the shifting timeframes.
- The 2021 grants will be evaluated and announced *before* the 12 month anniversary of the 2020 grants – hence the importance of mid-point impact data.

For 2020 grant recipients to be paid a 2021 grant (assuming that their application is successful), they **MUST** have submitted a satisfactory acquittal report for their 2020 grant by 30 July 2021, or they will forfeit any eligibility for their 2021 grant.

### *Contact*

[community@melair.com.au](mailto:community@melair.com.au) / 03 9297 1598

*Melbourne Airport acknowledges that our community lives and works on the lands of the Wurundjeri People of the Kulin Nation. We pay our respects to local Aboriginal and Torres Strait Islander people and encourage applications from organisations working towards reconciliation and cultural connection.*