

# MELBOURNE AIRPORT

## Community Grants – Key selection Criteria 2020

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.**

The 2020 grants program builds upon the highly successful 2019 program. Additional resources have been developed to assist in streamlining the application process and to facilitate equity between all 49 eligible Neighbourhood Houses.

### *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 and/or employment pathway projects and/or capital expenditure initiatives or activities that:*

- Are responsive to the contemporary needs and reflect the cultural makeup of their local communities.
- Benefit culturally and linguistically diverse or newly arrived migrant communities.
- Have a proven track record and outcomes (or are a collection of proven elements in light of COVID-19 directives).
- Can articulate how they are increasing social cohesion, educational, employment and economic participation and the provision of employment/ educational pathway support (in a safe manner in light of COVID-19 directives).
- Directly provide resources such as: home internet connectivity for their learners, devices/device hire, software licencing and other capital expense materials/items as needed.
- Have strong partnerships with complementary organisations where possible.

# MELBOURNE AIRPORT

## Community Grants – Key selection Criteria 2020

- Can demonstrate an investment in forward planning.
- Are not already fully funded in the proposed form by existing government funding streams.

### *Key Dates*

March 2020 – Community grants launched (resources available)

13 April 2020 – Grants open

13 May 2020 – Grants close – 5pm

June 2020 – Successful grants awarded

June - July 2020 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 2020. 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. 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?
3. Clear educational/ employment pathways of the project – How will this improve the educational and employment pathways of the target cohort?
4. 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?
5. Proven Track Record/ Strong Outcomes – Detail of current experience in delivering the project, it's achievements and what this additional funding will enable.

6. 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.

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

1. Salaries or project costs
2. One element of a larger project
3. Capital expenditure projects – applications should include three quotes for the desired items as evidence of value-for-money.
4. Projects which seek to develop resources or improve efficiencies for existing education or employment projects, to enable remote working practices or to better support communities into the future (COVID-19)
5. Projects re-applying after being funded through a previous round
6. Projects that utilise this funding over a period of up to two years
7. The grants still seek to support proven projects, but submitted applications may sensibly consist of a collection of proven elements, to safely AND responsively support their communities (COVID-19)
8. Up to two applications per organisation per grant ground

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

1. Projects at the pilot stage or that consist of multiple unproven elements
2. Projects that duplicate an existing offering
3. General operating support
4. Retrospective capital expenditure – expenses may only be incurred after a neighbourhood house has been advised that their application is successful.
5. Organisations who are not registered neighbourhood houses and neighbourhood houses which are not on the eligible houses list
6. Professional development (*please discuss 'Train-the-Trainer' type of projects with us*)
7. Political or faith-based activities

### ***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 2019, 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) as part of Melbourne Airport's commitment to equitable support
- Auspiced applications should provide the contact and address details of where the project will be delivered (to enable efficient eligibility and compelling grant assessment).

# MELBOURNE AIRPORT

## Community Grants – Key selection Criteria 2020

### *Repeat Applicants*

- Melbourne Airport welcomes grant applications from organisations/ projects which received funding in 2019 (and indeed those which did not receive funding)
- 2020 grant applications will be assessed on their individual merit – utilising a similar key selection criteria as 2019, but naturally in competition with all other 2020 applications
- If funding is sought in 2020 for the *same* project that was funded in 2019, applicants are *strongly encouraged* to include impact data/ mid-point evaluation/ results within their 2020 grant application – noting that a full acquittal is *not* required to submit a grant application in the 2020 grant round, given the shifting timeframes.
- The 2020 grants will be evaluated and announced *before* the 12 month anniversary of the 2019 grants – hence the importance of mid-point impact data.

For 2019 grant recipients to be paid a 2020 grant (assuming that their application is successful), they **MUST** have submitted a satisfactory acquittal report for their 2019 grant by 30 August 2020, or they will forfeit any eligibility for their 2020 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.*