PROGRAM GUIDELINES & APPLICATION TOOLKIT

Tackling Tough Times Together

Opens 28 August 2020 – closes 5pm AEDT 22 October 2020

Aim of the Program

The Tackling Tough Times Together (TTTT) program gives drought-affected communities across rural, regional and remote Australia the opportunity to access funds that benefit their immediate and long-term needs. Grants are available for grassroots, community-led initiatives that directly benefit local communities.

The objectives of the program are to:

1. **Reduce social isolation** by facilitating strong social cohesion and connection;
2. Support and engage the community in **leadership development and skills training**;
3. Support opportunities for **social and educational participation and address disadvantage** caused by the drought, for children and young people;
4. **Reduce volunteer fatigue and build the capacity**, capability and sustainability of local not-for-profit organisations to provide support to their communities, particularly where they are playing an increased role during the drought; and
5. Support **local economic recovery or renewal** through projects that stimulate economic activity and cash-flow within communities.

The TTTT program accepts applications any time. To be considered in the next assessment round, applications must be received by **5pm AEDT, Thursday 22 October 2020.** NOTE: the $150,000 tier involves a two-stage process, with a full application due **by 5pm AEDT, Thursday 10 September 2020.** Additional information requested is then submitted by the round closing date. Outcomes will be announced late February 2021.

Organisational Eligibility

Who can apply?

- Not-for-profit community-based organisations from communities across rural, regional and remote Australia where funds support projects and activities that offer clear public benefit (i.e. are for a charitable purpose) and address a need in the community (see *What Can be Funded* below); and
- Organisations with an ABN or Incorporation Certificate; and
- Organisations with and without DGR endorsement; and
- An organisation is eligible to submit one application per grant round.

FRRR considers all eligible applications on their merit. Due to the volume of applications received, applications are assessed based on the documentation received at the time of application.
NOTE: FRRR is unlikely to follow up missing documentation after applications have been submitted.

Projects funded in this round should be undertaken between **March 2021 and September 2022.** Projects cannot be funded retrospectively.

Priorities

Applications are welcome from any eligible organisation for any eligible purpose; however, the following applications will be prioritised:

- Projects initiated and delivered by local community groups;
- Organisations that do not have Deductible Gift Recipient (DGR) Tax status.

Who can't apply?

- Individuals, private or commercial businesses are ineligible;
- Projects that support core business and areas of responsibility of Federal, State and Local Governments are ineligible.

If you have any questions about your organisation's eligibility, please call FRRR on 1800 170 020.

Project Eligibility

What can be funded?

Applications must clearly demonstrate a focus on **one** project activity area from [FRRR's Project Activity Tree](#):

1. **Building Community Resilience**
2. **Developing Organisational Resilience and Capacity**
3. **Enhancing Environmental Sustainability**
4. **Fostering Cultural Vibrancy**
5. **Lifelong Education and Training**
6. **Economic Strength**
7. **Improving Community Health and Social Wellbeing**

Visit the [Tackling Tough Times Together](#) webpage for examples of what can be funded in each activity area. These are indicative only of the types of projects that can be supported. Applicants are encouraged to ensure project applications suit their local community's needs, priorities and interests.

This program funds a broad range of initiatives and purposes, including:

- Delivering activities, programs and services;
- Purchasing or hiring equipment and materials;
- Community infrastructure projects;
- Art, drama and creative expression projects to assist people to creatively express their experiences, which are otherwise limited due to the drought;
- Experiences for school children such as camps that connect young people and provide an opportunity to have fun with other young people off-farm.

Operational and administrative costs associated with your project will be considered. This could include wages, paying a skilled contractor, or paying for overhead costs incurred in the project's delivery.

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.

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

- Application is submitted without required financial documentation;
- Application is submitted by an organisation that is not a legal entity, without the written consent of the governing / auspicing body who holds the ABN / Incorporation number (e.g. local branches, committees of management, non-legal partners)
- 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

There are three tiers of grants available:

- Up to $20,000;
- Up to $60,000;
  Up to $150,000 – The $150,000 tier involves a two-stage process, with a full application due **by 5pm AEDT, Thursday 10 September 2020.** Additional information requested is then submitted by the round closing date.
  Applicants must speak with the TTTT team to discuss their project before applying.

NOTE: Multi-year projects are no longer available in the up to $150,000 tier. As a result, **projects across all funding tiers are to be finalised within 18 months of approval** (March 2021 to September 2022).

The schedule below shows the assessment timeframes for 2020/2021 which should be considered depending on when your project funding is required.

Tackling Tough Times Together Schedule 2020/2021		
Round	**Outcomes Advised**	**Applications for $150K tier must be received by:**
Round 19	Late February 2021 for applications received by 5pm AEDT, Thursday 22 October 2020	5pm AEDT, Thursday 10 September 2020
Round 20	Late May 2021 for applications received by 5pm AEDT, Thursday 25 February 2021.	5pm AEDT, Tuesday 15 December 2020.
Round 21	Late August 2021 for applications received by 5pm AEDT, Monday 24 May 2021.	5pm AEDT, Tuesday, 13 April 2021.
Round 22	Late November 2021 for applications received by 5pm AEST, Tuesday, 24 August 2021.	5pm AEST, Thursday, 12 August 2021.

FRRR Assessment Considerations

Please read the table below to support the planning and preparation of your project. A printable copy of the application is available [here](#). Please call FRRR should you have any questions about this table or the application form.

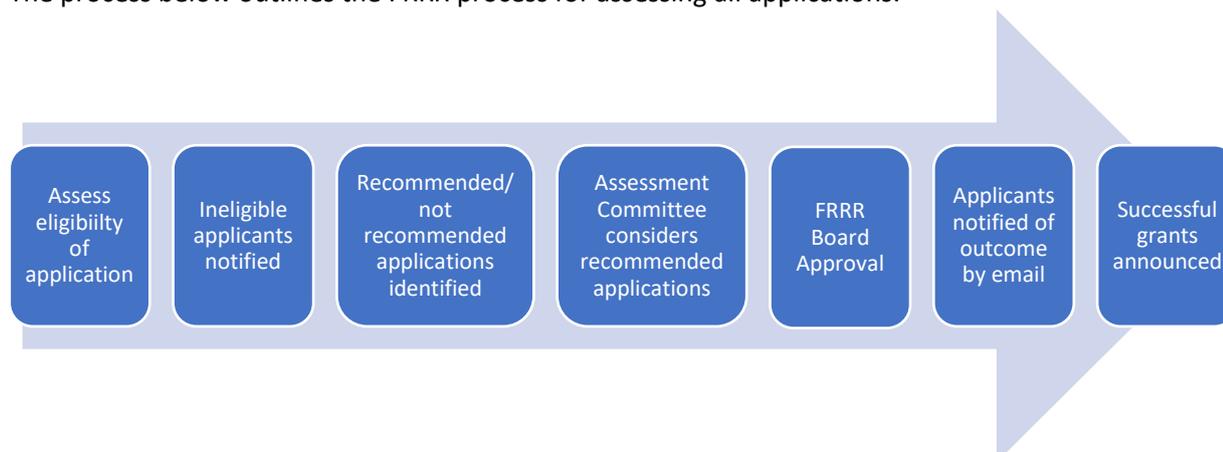| What we request from you	Why FRRR requests this information
Clear Project Information A clear description of exactly **what** the grant funds will be used for, **when** and **where** the project will happen, **who** will benefit and **who** will be involved in delivering the project, **why** the project 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. Where possible, also indicate that your community is ready to deliver the project and if required, can support the initiative ongoing i.e.: awareness of need is widespread, appropriate leadership, resources, skills and knowledge exist in the community.	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. A ready community is best placed to achieve the aims of your project, so during assessment, our staff look for information that tells us that good leadership, skills and awareness exist in your community to support the project now and in the future.
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. Budgets should be realistic and must add up. Applicant contributions in cash or in-kind are highly regarded and quotes or detailed rationale for items over $1,000 are required, where possible. Note: FRRR suggests costing unskilled volunteer labour at $41.00 per hour.	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 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
Organisational Financials of the ABN/Incorporation number holder **For organisations that have audited financials:** Attach the most recent annual audited statements. **For organisations that do not have audited financials:** Attach most recent 12 months Income and Expenditure Statement. If you have a Balance Sheet, please also submit. **For organisations less than one year old:** Provide bank statements for the period you have been operating. ➤ If financial documents are over 18 months old, provide an explanation as to why the organisation does not have more recent documents. ➤ Explain any deficits and steps to sustain the organisation financially. ➤ Provide a brief explanation of any large financial surplus or current assets and reasons why FRRR funds are still required.	FRRR uses this information to understand your organisation's ability to manage the grant funds, and its financial viability. Bank Statements are only acceptable as financial documentation if your organisation has been operating for less than one year. Please contact us if you cannot provide required financials or you are unsure about what to provide. **Applications received without the requested financial information are ineligible.**
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.	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 consider support material as evidence toward understanding level of community need, benefit and support.

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?	
Has the Project Activity Area (see page 2) been identified?	
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? If your organisation does not have an ABN / Incorporation number, have you provided the financials of the legal entity on this application?	
For organisations who do not have an ABN / Incorporation number, have you provided a letter of support for your application from the legal entity listed on this application with an ABN / Incorporation number?	
Does the project include working with children? If so, does your organisation have relevant working with children policies in place?	
Have you attached quotes or provided clear rationale 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.

Assess eligibility of application → Ineligible applicants notified → Recommended/ not recommended applications identified → Assessment Committee considers recommended applications → FRRR Board Approval → Applicants notified of outcome by email → Successful grants announced

All eligible applicants will be notified of the outcome of their application by email within 12 weeks of the closing date.

How to Apply

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FRRR accepts applications via its online application portal, Grants Gateway.

GRANTS GATEWAY If you have questions about your project, are unable to apply online, or experience any problems in using Grants Gateway, please contact us on freecall 1800 170 020 or email info@frrr.org.au.

Click here to apply.

To return to your application once started, you will need to use the application link that is automatically generated by the system and emailed to your nominated Grants Gateway user email account – you will only be able to access your application by using that link, or the Return to your Applications link from the Tackling Tough Times Together web page.

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Our Donor Partners

FRRR's Tackling Tough Times Together program is collaboratively funded through a range of valued partnerships. This round, the Tackling Tough Times Together is generously supported by:

• Australian Government	• Pratt Foundation
• Friends of FRRR	• Stockland CARE Foundation
• Henroth Group	• The Snow Foundation
• Paul Ramsay Foundation	• Tim Fairfax Family Foundation
• The Randell Foundation	

Contact Us

If you have any questions about the Tackling Tough Times Together program, please call FRRR on freecall 1800 170 020 or email toughtimes@frrr.org.au.