

2015 Our Neighbourhood Community Grants

Our Neighbourhood Community Grants (2015)

Application ONCG1500627 from Claudia Stevens

2015 Application Form

We're looking forward to receiving your application. Before you fill everything in, have a read through the pointers below, to make sure your application is eligible.

Eligibility and application procedures

- Due to the number of worthy grant applications we receive, we focus our attention on certain areas. Have a read through our eligibility criteria on page 4 of the Application Kit at ourneighbourhood.com.au. We've also provided some guidance of strong and weak applications in Section 3 of this Application Form.
- You should only submit an application for a project idea once. But you're welcome to submit more than one application if they're for different projects.
- If you send us an online application and a paper-based application, we'll only consider the online one. We won't consider emailed or faxed applications.
- We give preference to applications that are completed in full.
- We consult with external industry experts in order to review some applications. They may contact you to validate your application and undertake due diligence.
- By submitting your application, you agree to the Terms and Conditions, on page 10 of the Application Kit at ourneighbourhood.com.au.

The Australia Post Our Neighbourhood team is working in conjunction with external industry experts who will respect the privacy and confidentiality of any application information. Your personal information is managed in accordance with Australia Post's privacy policy, which is available at auspost.com.au. You may obtain access to your personal information by contacting the Privacy Contact Officer, Australia Post, GPO Box 1777, MELBOURNE VIC 3001.

Section 1 - Organisation details

1.1 Organisation name and details

Organisation name	Autism Community Network Name of the organisation applying for a grant
Trading name	If different
Street Address	5/154 Broad Arrow Rd Riverwood NSW 2210 Please do not enter partial or incomplete addresses
Postal Address (if different to street address)	PO Box 188 Riverwood NSW 2210 Please do not enter partial or incomplete addresses
Organisation website	https://www.autismcommunity.org.au Must be a URL

ABN

Please tell us your ABN. Don't know the ABN? Go to abr.business.gov.au or call the Australian Business Register. Please note you must have an ABN to be eligible.

64 103 662 535

Information from the Australian Business Register	
ABN	64 103 662 535
Organisation Name	Autism Community Network
Status	Active

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Type of Organisation	Other Incorporated Entity
Registered for GST	Yes
DGR Endorsed	Yes
ATO Charity Type	Charitable Institution More information
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Registered Address	2210 NSW

Information current as at 12:00am yesterday

Must be an ABN

Not-for-profit community organisation

Please tick if your organisation is a Not-for-profit community organisation.

Yes

ATO registered charity

Please tick if your organisation is registered as a charity with the Australian Taxation Office (ATO). If you are not sure go to acnc.gov.au or call the ACNC advice line. Please note organisations that are not ATO registered charities are still eligible to apply.

Yes

DGR1 – Deductible Gift Recipient

Please tick if your organisation has DGR Item 1 status. If you are not sure go to abr.business.gov.au or call the ATO Not For Profit (NFP) help line. Please note organisations that do not have DGR1 are still eligible to apply.

Yes

Social Enterprise

Please tick if your organisation is a social enterprise.

No

Social enterprises are businesses whereby the majority of income or operations are orientated toward social or community purposes.

1.2 Your organisation

Tell us about your organisation and its purpose, including mission, objectives, number of paid staff/volunteers, key programs/activities. Please note we will not accept auspice arrangements.

The Autism Community Network advances the health and social wellbeing of people with autism, their families and communities by providing:

- Information, support and coordination services for individuals with autism, their parents and carers
- Social skills building programs for children and adults with autism
- Community development programs for disability services and mainstream providers.

We currently support over 660 families (1,400 individuals) throughout the Greater Sydney Metropolitan area and beyond. We link members to a range of resources and to each other through a comprehensive website (including a member sourced directory of service providers), monthly support groups held in 11 venues, common ground and language based social media forums and email groups.

Our social skills programs are focused on areas of interest including art, cooking, drama, fitness and music or age groupings including youth and adult groups. We have also worked with Lions Clubs to resource 120 non-verbal children with an iPad and Assistive and Augmentative Communications Technologies (iPad and Proloquo2go) through our Autism Kids Communicate program.

Community development programs include our autism awareness campaign for schools (Go Blue), seminars for disability service providers (I WISH) and training programs for mainstream service providers (Autism Friendly Training).

The organisation is managed by a Board and staff all of whom have lived experience of autism. Our Operations Manager is employed at 20 hours per week. Our Strategic Manager, Treasurer and CIO all contribute approximately 15 hours per week. In

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addition, 10 regional Support Group Coordinators volunteer 10 hours of their time each month to run our groups, provide a point of contact for members and help to develop services in their local communities.

The organisation was founded by the father of a boy with autism. Others joined and brought their skills. Our model is to train and resource local people to support their communities in identifying and developing the services that they need to improve their quality of life. We are now planning to expand our work to cover a total of 28 communities throughout NSW in response to demand from our growing membership.

Must be no more than 350 words

Section 2 - Contact details

2.1 Primary contact details

This person will be the day to day contact for queries relating to this application.

Primary contact name	Mrs Claudia Walters
Position held	Strategic Manager
Phone	(02) 9584 0073 Must be an Australian phone number, please include the area code
Mobile	0420 669 281
Email	claudia@autismcommunity.org.au Please include an email address so we can better communicate with you. You will only receive information regarding the 2015 Our Neighbourhood Community Grants program, unless you give authorisation to sign up to the mailing list in Section 7.3. Please check your email address is correct, as this is the primary method we will use to contact you.

2.2 Head of organisation details

Head of organisation name	Mr Warren Thompson
Position held	President
Phone	(02) 9584 2190 Must be an Australian phone number, please include the area code
Mobile	0410 850 508
Email	warren@autismcommunity.org.au Please include an email address so we can better communicate with you. You will only receive information regarding the 2015 Our Neighbourhood Community Grants program, unless you give authorisation to sign up to the mailing list in Section 7.3. Please check your email address is correct, as this is the primary method we will use to contact you.

Section 3 - Project Examples

Project Examples

If you've read through our eligibility requirements on page 4 of the Application Kit at ourneighbourhood.com.au, you'll have a good idea of the types of things we're looking for in grant applications. Here are some more general examples of strong and weak applications we've received in the past.

Digital Capability

Weaker funding application

- 10 iPads for disadvantaged youth.

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Stronger funding application

- A computer education program, bringing together aged residents in a remote community to help improve digital literacy.

Reason

- The stronger application upskills and connects members of the community, helping prevent isolation.

Employment Pathways

Weaker funding application

- The production and distribution of brochures for a local social enterprise.

Stronger funding application

- A catering training program for people with a disability, with a 12-week job placement upon completion.

Reason

- The stronger application provides training which increases the potential of long term employment and connection.

Community Inclusion

Weaker funding application

- An additional slide in a local playground, already well catered for with play equipment.

Stronger funding application

- A series of additional sporting clinics for young people with a disability to join an already established sporting program.

Reason

- The stronger application provides local networks and connections and helps break down barriers.

Disaster Readiness

Weaker funding application

- New uniforms for the local fire brigade.

Stronger funding application

- A series of community workshops in a fire prone area, to educate locals on vegetation maintenance and home improvements for fire prevention.

Reason

- The stronger application helps the community be better prepared for disaster and has long term wider community benefits.

Section 4 - Grant project details

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4.1 Project title

Tell us what you would like your project to be called – make it fun and interesting while telling us what it's about.

Please do not write all capitals.

Autism Community Link-up for Regional NSW

Must be no more than 50 words

4.2 Project key focus area and primary audience

Please tick ONE key focus area from the list below relevant to your project. Note: If your project includes multiple key focus areas, please select the MOST relevant key focus area.

Community inclusion - Projects that build community spirit, foster inclusion, and support marginalised Australians

If you chose "Employment pathways" or "Community inclusion" as a key focus area for your project in the question above then you must also tell us who the primary audience for your project is.

Please note: You do not need to complete this question if your project is focused on "Digital inclusion" or "Disaster readiness".

Please tell us which would be the primary audience for your project. Please choose ONE primary audience.

People with a disability

4.3 Long project description

Tell us in detail about the project you are seeking grant funding for. Please be clear and concise in your description, and outline what the need is in your wider community for this project. You may use bullet points and/or add examples if relevant. Please do not write all capitals. Please do not write all capitals.

Autism Community Link-up for Regional NSW will identify and train parents/carers of children with autism in 13 regional centres to act as Coordinators in their local communities. Regional centres include Gosford, Blue Mountains, Hawkesbury, Eurobodalla, Wollongong, Goulburn, Wagga Wagga, Bathurst, Newcastle, Narrabri, Inverell, Coffs Harbour and Ballina.

Individuals are currently working in isolation in many communities across NSW. While their contribution is undeniable, much more can be achieved by linking all of these groups and providing them with the resources they need to achieve their goals. Some of the individuals running these groups are supported through Carers NSW with limited funding and training but there is no process in place for conducting reference checks or ensuring that appropriate quality management processes or insurances are in place. They don't have access to effective computer systems to manage and distribute information or scope for sharing resources specific to Autism Spectrum Disorders. In addition, the full potential of the group to plan and implement programs which meet local need are not being harnessed.

This project will enable us to fund a part-time position to identify, recruit and train suitable candidates. Volunteers already providing support in their local community will be invited to join the Autism Community Network. Where suitable candidates do not exist, the Project Manager will work through Local Council Disability Workers and inter agencies to identify community leaders. Funding from Carers NSW will be used to resource each group with an iPad and enable them to hold an event to bring their community together. Each group will be encouraged and supported to plan a pilot Social Skills Building project. Funding will be sought from Clubs NSW or local Councils to enable the project to be implemented.

In this way, each community will come together, supported by a trained and resourced champion (Coordinator) to experience a sense of agency in their lives. Social isolation will be reduced for people with autism and their families and community capacity will be built, enabling social action in a truly grass roots way.

Must be no more than 500 words

4.4 Short project description

Tell us in one sentence about the project you are seeking grant funding for. This description may be displayed on ourneighbourhood.com.au should your application be successful. Please do not write all capitals.

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Autism Community Link-up for Regional NSW will identify and train parents/carers of children with autism in 13 regional centres to act as Coordinators in their local communities. The project will allow us to build social capital and a sense of agency in a population experiencing social isolation and despair in the face of a challenging disorder which has no cure.

Must be no more than 200 words

4.5 Grant project location

Tell us the town name or region where the primary or principal activity will take place.

The role will be located in Sydney but will service Gosford, Blue Mountains, Hawkesbury, Eurobodalla, Wollongong, Goulburn, Wagga Wagga, Bathurst, Newcastle, Narrabri, Inverell, Coffs Harbour and Ballina.

For example: Mildura, the Mallee

Tell us the post code where the primary or principal activity will take place.

2210

For example: 3501

4.6 Grant project location population

Tell us the population of the projects primary location. Your local council or abs.gov.au may be able to assist.

15938

Must be a number, please don't include any comma's

4.7 Expected project start date

Tell us when you expect to begin/implement the project. Please note projects that begin before grant funds are issued (e.g. 1 October 2015) will not be eligible.

01/02/2016

Must be a date and between 1/10/2015 and 1/10/2016

4.8 Expected project end date

Tell us when you expect the project to be completed. Please note projects that will end more than 12 months following the date grant funds are issued (e.g. after 1 October 2016) will not be eligible.

31/07/2016

Must be a date and between 1/10/2015 and 1/10/2016

4.9 Project support from the Australia Post Workforce

Tell us if your project would benefit from additional support from local Australia Post employees, such as volunteering at an event, joining your decision making committee/board, mentoring, etc.

Yes

We encourage our families to work together to raise funds for local projects. Any assistance that Australia Post staff could provide at these events would be very much welcomed and appreciated.

If yes, please specify how

Section 5 - Project finances

5.1 Grant funding request amount

Tell us the total funding amount you are applying for – the maximum is \$10,000.

\$9,530.00

Must be a dollar amount and no more than \$10,000

5.2 Does the amount requested cover the full project cost?

Does the grant funding requested cover the full cost?

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No

5.3 Total project funding allocation

Tell us in detail how much the project will cost. Is the funding request for full-funding or part-funding of the project idea? If your request is for part-funding please tell us if you have already sourced the outstanding amount and/or how you will source the difference. Also include any in-kind support you have/will receive such as volunteer assistance, waived meeting room fees, etc to demonstrate any local community support for your project. Please do not write all capitals.

The total project is valued at \$58,780 with the amount requested from Australia Post being \$9,530 to fund a part-time Coordinator position and pay for travel and accomodation to reach communities in regional centres. Once these groups are established, they will be eligible for funding through Carers NSW, Clubs NSW and Local Council to enable both monthly support groups and a pilot Social Skills project to be run in each of the 13 communities identified. In-kind contributions will also be sought from community centres and Clubs to provide venues. ACN volunteers will support the program in terms of producing promotional materials and providing administrative support/bookkeeping services.

This formula has been used successfully in the 11 communities in which the ACN is currently active across the greater Sydney Metropolitan area. The bulk of the funding is raised from the local community. Ongoing costs are met through the fundraising efforts of local volunteers in each area as they start to see the impact that they can have if they work together.

Must be no more than 350 words

5.4 Project budget

Tell us what the income and expenditure will be for your project. Please list all income sources on a separate line – eg. Community Fundraising in \$, other grant donation in \$. And please list all expenses separately – eg. meeting room hall in \$, printing in \$. Any in-kind should be \$0. Remember your income must balance to your expenses.

Please note: Before you complete your project budget **please delete** the 'income' and 'expenditure' examples provided in the table below and replace with what is relevant to your project. You can do this by clicking in the each box and pressing delete.

Income	\$	Expenditure	\$
Australia Post	\$9,530.00	Project Manager 26 weeks x 7hrs/week x \$40/hr incl on-costs	\$7,280.00
Carers NSW \$1,500 per group x 13 groups	\$19,500.00	Travel 3,000 kms x \$0.75/km	\$2,250.00
ocal Councils and/or Clubs NSW \$2,000 per group x 13 groups	\$26,000.00	Accommodation and meal allowance 5 nights @ \$100/night	\$500.00
Local Clubs/Community Centres \$150 per group x 13 groups	\$0.00	ACN volunteers 26 weeks x 2 hrs x \$30/hr	\$0.00
ACN volunteers 26 weeks x 2 hrs x \$30/hr	\$0.00	WWCC and Police checks \$80 x 13 Coordinators	\$1,040.00
ACN contribution through fundraising	\$240.00	IT iPad mini with 16GB, wi-fi and tough case \$500 x 13 groups	\$6,500.00
	\$	Insurance \$150 per group x 13 groups	\$1,950.00
	\$	Venues average 3 sessions x 2 hrs x \$25/hr	\$0.00
	\$	Catering \$450 per group x 13 groups	\$5,850.00
	\$	Administration (including contribution to audit, phone, printing, website, office rent) \$300 per group x 13 groups	\$3,900.00
	\$	Social skills building pilot project \$2,000 x 13 groups	\$26,000.00

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	Must be a dollar amount		Must be a dollar amount
	\$55,270.00		\$55,270.00

5.5 Why is the Our Neighbourhood Community Grants funding needed?

Tell us why you need the funding to implement the project idea.

We need the Australia Post funding to enable us to employ a person for 26 weeks (6 months) x 7 hours per week to Coordinate the program. This involves travelling to regional centres throughout NSW which will necessitate travel and accommodation expenses. Having this resource will allow us to achieve our planned expansion to outreach to 13 communities across regional NSW. It will also allow us to access funding available through Carers NSW to meet some of the costs of running these groups. In addition, it will allow us to consult with these communities and assist them in developing pilot projects to work on together. Projects that will attract additional funding through Local Councils and Clubs NSW.

Must be no more than 150 words

Please note the insurance requirements as specified in the Our Neighbourhood Community Grants Application Kit Terms and Conditions. This can be found at ourneighbourhood.com.au

Section 6 - Measurement

6.1 Key milestone dates

Tell us how you will implement the project including the key milestone dates – eg. when you will plan, when you will implement or run the project, and when you will evaluate the project. Please do not write all capitals.

Our Operations Manager will be funded for 7 hours per week for 26 weeks to act as Project Coordinator starting 1 Feb 2016.

He will make contact with existing individuals supporting families with autism to identify candidates. They will be invited to apply for volunteer roles as Coordinators with the ACN. Reference checks will be performed, orientation training and resources will be provided by 31 March 2016.

Funding will be sought from Carers NSW by 31 March 2016.

Coordinators will then plan (venue, promotion) and deliver monthly support groups by 31 May 2016.

Groups will be encouraged to generate ideas for pilot projects (e.g. art, cooking etc) by 30 June 2016.

Coordinators will draft grants applications to fund the pilot projects by 31 July 2016. The outcomes of these applications will not be known during the course of the project.

Must be no more than 150 words

6.2 Expected success measures

Tell us how you will know if your project has been a success. Please provide the outcomes/outputs in measureable objectives. Eg. Our project will enable 200 members of the local community to participate in programs that teach digital literacy over a 6-month timeframe. Please do not write all capitals.

Autism Community Link-up for Regional NSW will:

1. Extend hours of employment for our Operations Manager to manage the project
2. Recruit and train 13 volunteer Coordinators
3. Establish monthly support groups to improve access for almost 16,000 Australians with Autism and their families to information and support in Regional NSW
4. Increase ACN membership by 650 households (1,400 members) effectively doubling our membership base. This will include direct benefit to 660 parents/carers of children with Autism plus another 1,000 children with Autism and their siblings.

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5. Secure \$19,500 in funding from Carers NSW

6. Develop 13 applications for funding to Local Councils and/or ClubsNSW to support the establishment of Social Skills Building pilot projects for children and young people with Autism Spectrum Disorders in regional communities

Must be no more than 200 words

6.3 Project key facts

Tell us the main statistics relating to your project.

How many people do you expect will directly benefit from the project?

650

Must be a number

How many people do you expect will in-directly benefit from the project?

1000

Must be a number

Are there any other key measurement statistics you can offer to support the benefit of your project?

13 people will develop their leadership skills as Coordinators. A further 26 people are expected to benefit by volunteering to assist in the delivery of the Social Skills programs.

A minimum of \$19,500 will be injected into the communities as a result of Carers NSW funding. Over time, it is anticipated that a further \$26,000 will be made available for pilot programs for children and young people with Autism.

Section 7 - Authorisation details

Terms and Conditions

By placing a tick in this box I confirm that I have read, understood and accepted the Terms and Conditions as stated online at ourneighbourhood.com.au and in the 2015 Our Neighbourhood Community Grants Application Kit; and the below terms are agreed to.

Yes

1. I am the person named in this form as the person responsible for submitting the Application.
2. I have been authorised by the Organisation named in this form to complete and submit this Application.
3. I acknowledge the information provided in this form to be true and correct.
4. Australia Post has the right to accept the authority of the head of organisation listed below as conclusive evidence of that person's authority to execute this agreement on behalf of the Organisation.

Head of organisation

Mrs Claudia Walters

Position

Strategic Manager

Organisation name

Autism Community Network

7.2 How did you hear about the Our Neighbourhood Community Grants program?

Please tell us how you heard about the Our Neighbourhood Community Grants program. If 'other' please state details.

In-store from a member of the Post Office

No

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Please insert store address

Must be no more than 20 words

Professional Networks

Yes

Local Radio

No

Local Newspaper

No

Internet

Yes

Industry newsletter

No

Charities Aid Foundation newsletter

No

Our Community newsletter

Yes

Other

Please add the Australia Post retail outlet or any other means by which you heard about the Our Neighbourhood Community Grants program

7.3 Would you like to sign up to the Australia Post Our Neighbourhood newsletter?

Primary contact

Yes

Head of Organisation

Yes