

2013 Sutherland Shire Council and Toyota Australia Sustainability Grants

Application for Sutherland Shire Council and Toyota Sustainability Grants

Application 033 from Claudia Stevens

Sutherland Shire Council and Toyota Australia Sustainability Grants 2013

Instructions to Applicants

Applications for funding of eight new and innovative community projects to the value of \$5,000 each are available from Sutherland Shire Council and Toyota Australia in 2013.

Only not-for-profit organisations, community groups, or sporting or recreational clubs will be considered for funding. Organisations must be incorporated under the *Associations Reform Act 2012* or auspiced by an Incorporated Association and be deemed as not-for-profit by the Australian Taxation Office. Organisations must provide an ABN, or an Auspice Organisation ABN.

Organisations or the auspice agency must have Public Liability Insurance up to the value of up to \$10 million.

Priority for consideration of funding will be given to applications that clearly address one or more of following identified areas:

Social: New projects that improve local community service provision to fill an identified need (two \$5,000 grants available).

Environmental: Projects that enhance participation and community engagement to improve the local environment (two \$5,000 grants available).

Economic: Projects that address long-term financial sustainability or partnerships between community service providers (two \$5,000 grants available).

Cultural: Projects that provide community communication and education of diverse cultures, or integration of culturally inclusive service provision (two \$5,000 grants available).

Only applications from organisations working with, and directly benefiting residents of Sutherland Shire will be considered.

The Sutherland Shire Council and Toyota *Sustainability Grants* open **Monday, 24 June 2013** and close at **midnight on Friday, 19 July**. No late applications will be accepted. Only **ONE** application from each organisation will be considered.

Getting Support

Contact Jayne Gan, Community Development Officer at Sutherland Shire Council on Tel: 9710 0602 during business hours or Email: crs@ssc.nsw.gov.au and quote your application number.

If you are having technical difficulty with SmartyGrants please contact Tel: (03) 9320 6888 or Email: service@smartygrants.com.au

Navigating (moving through) the application form

On the right hand side of every screen, there is a box which links directly to every page of the application. You can also click 'next page' or 'previous page' on the top or bottom of each page to move forward or backward through the application.

Saving your draft application and returning later

You can press 'save' at any point and log out. When you log back in and click on the 'My Applications' link at top of screen, you will find a listing of any applications you have started or submitted. Your draft application will be saved and you can start where you left off. Once you have created your application you can download it as a PDF by clicking on the download button at the bottom of the application navigation panel.

Submitting your application

You will find a 'Review' button at the bottom of the Navigation Panel. You need to review your application before you can submit it. Once you have reviewed your application you can submit it by clicking on 'Submit' at top of screen or on the navigation panel. You will not be able to submit your application until all the compulsory questions are completed.

Once you have submitted your application NO further editing or uploading of support materials is possible.

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When you submit your application you will receive an automated successful confirmation email with a copy of your submitted application attached. This will be sent to the email you used to register. ***If you do not receive a confirmation of submission email then your submission has NOT been received.***

Attachments and support documents

You may need to upload/submit attachments to support your application. You are required to have the documents saved on your computer or on a USB drive. Please remember to allow enough time for each file to upload before trying to attach another file. It is recommended to keep files to a maximum of 5MB. If it is above 5MB be aware this may take longer to upload.

All questions marked with * are compulsory. You are unable to submit your application unless all compulsory questions have been answered.

IMPORTANT: Please ensure you save your application regularly. If you leave the application unsaved for more than 20 minutes the form may not be able to save as it is on a timer.

Applicant Details

I have read and agree to follow the Sutherland Shire Council and Toyota Sustainability Grant Guidelines*

Yes

Monies applied for in this application will be used for Sutherland Shire based projects*

Yes

Please note, only applications benefiting residents of Sutherland Shire will be accepted

Organisation Name*

Autism Community Network

Australian Business Number*

64 103 662 535

Information from the Australian Business Register			
ABN	64 103 662 535		
Organisation Name	Autism Community Network		
Status	Active		
Type of Organisation	Other Incorporated Entity		
Is registered for GST?	No		
Is a Charity?	Yes	Type	Charitable Institution
Is a Deductible Gift Recipient (DGR)?	Yes		
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption		
Registered Address	2209 NSW		

Information current as at 12:00am today

Must be an ABN

Applicant Contact Person*

Ms Claudia Stevens

Applicant Email Address*

funding@autismcommunity.org.au

Applicant Telephone Number*

0420 669 281

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Applicant Postal Address* PO Box 188
Riverwood NSW 2210

**Organisation Office Address
(if different from Postal
Address)** 5/154 Broad Arrow Rd
Riverwood NSW 2210

Organisation Contacts

This application must be approved by your organisations Management Committee.

**CEO/Chairperson's Name (or
equivalent)*** Mr Warren Thompson

**CEO/Chairperson's
Telephone Number*** 0410 850 508

**Treasurer/Finance Manager's
Name*** Ms Mina Roberts

**Treasurer/Finance Manager's
Telephone Number*** 0418 663 433

Project Information

Your project must align with one of the following areas of Sustainable Development:

Social: a new project that improves local community service provision to fill an identified need (two \$5,000 grants available).

Environmental: a project that enhances participation and community engagement to improve the local environment (two \$5,000 grants available).

Economic: a project that address long-term financial sustainability or partnerships between community service providers (two \$5,000 grants available).

Cultural: Projects that provide community communication and education of diverse cultures, or integration of culturally inclusive service provision (two \$5,000 grants available).

Only applications that directly benefit residents of the Sutherland Shire will be considered.

**Which category of
sustainability does your
project address?*** Social
Please choose the most appropriate category

Project Name* Menai Autism Community Connect
Must be no more than 50 words

Brief Description of your project*

1. Outreach to families of children with an Autism Spectrum Disorder in Menai area through local doctors, therapists, schools and community centres.

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2. Provide monthly support group meetings to enable these families to share information and reduce social isolation.
3. Provide 2 activity days to build social skills and reduce isolation for children on the autism spectrum
4. Develop partnerships with mainstream service providers to enhance inclusion for children with autism and their families.

Must be no more than 150 words

Primary location in Sutherland Shire of grant activities/project/program?* Menai Community Centre
12 Hopman Ave
Menai NSW 2234

Project Management

What are the objectives of your project?*

1. Reduce social isolation for families with children on the autism spectrum
2. Improving informed decision making regarding treatment, behaviour management and socialisation
3. Build social skills in children with autism
4. Building capacity in mainstream organisations to better cater for the needs of children with autism and their families

Must be no more than 100 words

How will you implement your project?*

We will implement our project by:

1. Promoting our through local schools, doctors, therapists, community centres etc.
2. Delivering 11 monthly support group sessions at Menai Community Centre at a time suitable to participants
3. Running 2 family social events to enable children with autism to meet one another with the support of their parents
4. Working with Menai Community Centre and at least one other organisation to improve mainstream service delivery to children with autism and their families

Must be no more than 100 words

How will you measure the success of your project?

We will measure our success by recording the:

1. Number of families that attend our program or become members
2. Issues raised and information exchanged at support group meetings
3. Participation by children with autism, their siblings and parents/carers at our events
4. Issues identified and changes made to mainstream services towards inclusive service provision

Must be no more than 100 words

Does your project involve partner organisations?* Yes

If so, who are the partner organisation/s? Menai Community Centre
Must be no more than 50 words

Have you discussed and agreed to implement the project with the partner organisation/s? Yes
You must have agreement for the partnership for the project to be considered for funding.

How will the partnership work?

A Memorandum of Understanding will be set out covering all aspects of the working relationship.

Menai Community Centre will host our monthly support group meetings and will also promote the project. They will also work with the ACN to identify areas for improvement in service delivery.

You must demonstrate that you have considered each organisation's roles and responsibilities to implement the project.

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Is there any further information you would like to provide?

This project was requested by Menai Community Centre and ACN member families in the Menai area because our Carringbah group is too far away for them to travel.

Parents are often confused about the behaviours exhibited by their children, withdrawing from social contact as they struggle to find answers. In addition, many parents leave work/reduce hours to meet the additional needs of their child, causing increased financial pressure and reduced workplace socialisation.

Mainstream service providers are struggling to meet the needs of increasing numbers of children with autism. Education programs are needed to improve inclusion in a sustainable way.

Must be no more than 100 words

Project Budget

There are eight \$5,000 grants made available to the total value of \$40,000. Two grants will be awarded for each sustainability category.

Is your organisation receiving No funding for this project from any other source?*

If so, how much and from who?

Budget*

The project income must equal the expenditure within the Budget. You must add any other funding sources that you have/will receive that will impact the ability to implement the project. (e.g: facilitation fee/consultant, training, venue hire/rent, administration costs, etc)

Income	\$	Expenditure	\$
SSC & Toyota Aust Sustainability grant	\$3,294.00	Coordinator 8 x 4 hrs (1hr prep, 1hr travel, 2 hrs session)	\$1,600.00
Menai Community Centre in-kind donation of venue 11 x \$75	\$600.00	Activity days 2 x \$550	\$1,100.00
ACN Volunteers in-kind 2 x 10hrs x \$30/hr	\$600.00	Travel 2 x 10 x 10.6kms x \$0.63	\$134.00
	\$	Phone, web, post	\$300.00
	\$	Printing	\$300.00
	\$	Catering 8 x \$20	\$160.00
	\$	Venue 8 x \$75	\$600.00
	\$	ACN Volunteers in-kind 2 x 10hrs x \$30/hr	\$300.00
	\$4,494.00		\$4,494.00

You must attach a copy of your most recent audited financial statement*

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- [ACN ANNUAL REPORT 2011 - 2012.pdf](#) 4.7 MB

Wait until the document finishes uploading (may take a few minutes) and then save the application before you continue.

Project Timeframe

Your project should be completed within the Grant timeframes given. You must provide an Acquittal Report to Sutherland Shire Council and Toyota Australia demonstrating the project has been implemented and the funds have been expended by 30 June 2014.

When will the project start?* 01/11/2013
Must be a date and no earlier than 1/9/2013

When will the project finish?* 30/06/2014
Must be a date and no later than 30/6/2014

Banking Details

What is the name that should appear on the cheque in the event of your successful application?* Autism Community Network
Must be no more than 100 characters

Account Name* Autism Community Network
Must be no more than 100 characters

BSB* 62234
Must be a number

Account Number* 10417253
Must be a number

Declaration and Consent

The Applicant declares that the Application Information is true and correct. The applicant will notify Sutherland Shire Council and Toyota Australia of any changes to this information and any circumstances that may affect this application.

The Applicant authorises and consents Sutherland Shire Council to:

1. refer this application to external parties (including Toyota Australia) for assessment, reporting, advice, comment or for discussion regarding alternative or collaborative grant funding opportunities.
2. disclosing the Application Information to Toyota Australia collecting, aggregating, having access to, using, disclosing and publishing the Application Information for Sutherland Shire Council and Toyota Australia's purposes.
3. disclose the photo and story provided for publicity and promotional purposes that will be used on Sutherland Shire Council and Toyota Australia websites and local media.

"Application Information" means all information and data (including email and personal information) provided, generated, transmitted or displayed on or via the SmartyGrants Online Grants Management System by the applicant.

I understand that this application only and may not necessarily result in funding approval.

I am authorised by the Applicant to submit this application and agreeing to the Declaration and Consent.

I have read and agree to the terms of the Declaration and Yes

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Consent*

Application Checklist

My application meets the eligibility criteria

I have provided evidence of community consultation or demonstrated community need

I have provided evidence of support from any partnership organisations

I have provided other authority's approval if required for the implementation of the project

I have provided a project budget including any information regarding additional funding contributed towards the project

I have provide strategies which will be used to evaluate and report on outcomes of the project

I have filled all the mandatory questions marked with an astrix (*)

I have reviewed the application in its entirety and it has been approved by my CEO/Chairperson and/or Management Committee

I agree to provide Sutherland Shire Council and Toyota Australia an opportunity to visit/see the project/program and provide a photo/s and story demonstrating the outcomes of the project for publicity and promotional purposes