

Gladstone Foundation

Grant Round 8

Expression of Interest Form 2023

Priorities and Criteria

The Foundation has been established for specific purposes which are for the benefit of the Gladstone Region and all grants must solely be for:

- The relief of poverty.
- The relief of needs of the aged.
- The relief of sickness or distress.
- The advancement of religion.
- The advancement of education.
- The provision of childcare services on a not-for-profit basis.
- Other charitable purposes for the benefit of the Gladstone Region.

Because the Foundation is a charity, expressions of interest are encouraged from:

- (1) registered charities; and
- (2) from those who are not registered charities, however the Foundation asks that particular attention be applied to ensuring that any expression of interest will conform (solely) with the charitable purposes of the Trust.

In order to be eligible for consideration, the expression of interest application must be:

- **from a registered charity, or**
- **for a project that is for charitable purposes**
- **grants available of up to \$5,000**

Assessment:

Applications will be evaluated by the Board of Advice on the following criteria:

- The extent to which the project will deliver charitable outcomes for the Gladstone community.
- The extent to which funds will be applied to provide a direct benefit for the Gladstone Region (and not directed to organisation capability and resources such as salaries).
- Demonstration on how, to the greatest extent practicable, the funds will be spent in the Gladstone region.
- The extent to which the applicant has demonstrated the organisations' ability to deliver on projects of similar size and / or scope through its resources and previous experience.
- The extent to which the applicant has demonstrated the financial viability and sustainability of the project and / or the organisation.
- The availability of funding available from alternative sources, and the level of funding already committed to the project from the organisation or alternate sources.
- Any other factors that the Board of Advice considers materially relevant to the application.

Prior to receipt of funding, organisations will be required to commit to a funding agreement. This agreement will stipulate the reporting and acquittal requirements for the funding.

All grants submitted require final approval by the Public Trustee of Queensland as Trustee of the Gladstone Foundation.

Final Public Trustee approval is subject to the execution of a Funding Agreement by the recipient entity.

The Funding Agreement requires the recipient entity to address compliance and governance aspects of the proposed project. The Funding Agreement address matters such as (but not limited to):

- scope of the project, ensuring project viability and sustainability;
- where appropriate, the necessary approvals and consent to undertake alteration, modification, construction, or improvements to land under a lease agreement;
- provision of work plans and budgets clearly detailing expenditure of grant funds;
- provision of statements of financial performance, position, and cash flow, certified by the relevant authorised person of the recipient entity;
- and provision of accounts payable and relevant correspondence, providing project updates.

Please ensure that all questions are answered fully, the EOI form is duly executed, and a copy of the organisation's most recent financial statements are included.

Completed EOI forms must be received by email by no later than 5pm Friday 13th October 2023
Physical submissions will not be considered.

a. Applicant Details:

Name of Organisation	ABN
Postal Address	Telephone
Street Address	Facsimile
Contact Person	Telephone
Position	Email Address
Your organisation's background / history	

b. Eligibility

Please indicate which best describes your proposal:

- The applicant is a charity (as defined by the *Charities Act 2013*), or
- The project is for the following charitable purpose:
 - the relief of poverty
 - the relief of the needs of the aged
 - the relief of sickness or distress
 - the advancement of religion
 - the advancement of education
 - the provision of childcare services in a non-profit basis and
 - other purposes which are for the benefit of the Gladstone region which are charitable under s12 *Charities Act 2013*

Expressions of Interest submitted without indicating their eligibility may not be considered by the Public Trustee.

c. Project

Project/Program name		
Project description		
Total budget for the project (GST inclusive)		\$
Amount requested from the Gladstone Foundation (GST inclusive)		\$
Details of funds already committed to the project:		
Source	Amount committed	
Details of unsuccessful applications for funding the project:		
Source	Amount committed	

d. Assessment Criteria for shortlisting:

1. How will the project deliver the charitable outcomes for the Gladstone Region	
2. What portion of funds granted by the Gladstone Foundation (if any) will be applied to the direct delivery of the project? What portion is required to build organisational capacity?	
3. Does the organisation plan to spend the funds with suppliers and providers within from Gladstone Community?	
4. Describe how the Organisation has successfully delivered similar projects in the past?	
5. How does the organisation plan to meet any ongoing funding needs to maintain / continue / develop this project in the future?	

Please include a copy of the most recent annual financial statements for the organisation

e. Declaration:

I, (INSERT FULL NAME) am authorised by (ORGANISATION NAME) to lodge this expression of interest on its behalf and warrant that all information provided in this EOI form is true and correct. I declare I have disclosed in my EOI form all funding requests and/or approvals sought from other sources for this project.

SIGNATURE: _____ DATE _____

