

Impact Grants Information and Guidelines



COMMUNITY HOUSING LTD
GROUP OF COMPANIES



ABORIGINAL COMMUNITY HOUSING LTD
PART OF THE CHL GROUP OF COMPANIES

General Information

Community Housing Ltd is seeking to remove barriers for the communities we work with by offering grants to tenants living in CHL/ACHL properties.

The impact grants initiative aligns with the values and principles outlined in the CHL Social Impact Framework and Community Development Framework.

The funding is broken down into three categories:

- Education & Employment
- Social Connection
- Community

Grant Details	Education & Employment	Social Connection	Community
Max. amount	\$1500	\$300	\$2000
Examples	University TAFE Traineeships Apprenticeships High School Accredited qualifications Tutoring	Sport & Fitness Music Arts Gardening (soil, mulch, fertilizer etc) Language/Culture Social Licences Other – Senior’s activities etc.	Activities or event (excursions, community gathering etc) Community infrastructure (gardens, seating etc) Projects or program (health & wellbeing, arts, recycling & sustainability etc)
General Info	Contribute to fees or expenses for a course/activity a tenant has chosen to undertake in the interest of furthering education or employment.	Contribute to fees or expenses for a course/activity a tenant has chosen to undertake in the interest of social connection.	Contribute to project expenses, excluding staffing costs.

The funding can be paid directly to the provider, or to the tenant upon presentation of a receipt.

Tenants who are Aboriginal, Torres Strait Islanders or of diverse cultural backgrounds are encouraged to apply.

A copy of these guidelines and application forms can be obtained from your local Housing Officer or Community Development Officer, the Community Housing Ltd and Aboriginal Community Housing website (www.chl.org.au), or by contacting our Contact Centre, 1300 HOUSING.

Eligibility

- Any person who is living in a CHL/ACHL property (Note: If you live in Launceston, Tasmania, these grants are available to anyone in that community)
- Any person who is receiving support from CHL/ACHL Homelessness Services.
- Applicants must not currently be in receipt of another grant.
- Applicants must not have received any funding from CHL/ACHL in the past 12 months.
- There is no age restriction for applicants.

When can I apply?

Applications can be received all year round, however there only two assessments.

Assessment 1

- Assessment deadline for round 1 applications TBC
- All applicants will be notified of receipt of application
- The successful/unsuccessful applicants will be informed within 30 days of the deadline

Assessment 2

- Assessment deadline for round 2 applications TBC
- All applicants will be notified of receipt of application
- The successful/unsuccessful applicants will be informed within 30 days of the deadline

How to Apply

The following guidelines must be followed to ensure all applications are equally assessed:

- Application form (online or hard copy) must be completed in full and signed by applicant or support worker/agency (or parent/guardian if applicant is under 16).
- CHL/ACHL staff can assist people to complete their application
- The applicant must provide contact details of any course or activity provider, so CHL can contact them to confirm the course.
- Where possible, supporting documentation should accompany any item listed in the funding breakdown section of the application form.
- Only complete and signed applications will be accepted.
- Applications must be received before 5pm of the deadline date
- Late applications will not be considered. No extensions are available.
- Applications can be received online (web form), email (impactgrant@chl.org.au), post or in person at your local office.

Postal Address:

*Impact Grants Program
Community Housing Limited
19-23 Prospect Street
Box Hill VIC 3128*

Assessment

Each application will be assessed on the following criteria:

No.	Consideration	Weighting
1	The application has a clear goal and purpose	10%
2	The application demonstrates a high level of research or understanding of what they want to achieve	20%
3	The application addresses the priorities impacts areas associated to that grant	30%
4	The application confidently demonstrates how the activity or project will be completed (delivery plan, address barriers)	30%
5	The application aligns with at least one value outlined in the CHL Social Impact Framework (https://chl.org.au/our-social-impact-framework/) or CHL Community Development Framework (https://chl.org.au/wp-content/uploads/CHL-CommunityDevelopmentFramework.pdf)	10%
		100%

The Assessment Process

- Applications are assessed by the national Impact Grants Panel
- The panel is made up of the following representatives from across Australia and facilitated by the National Community Development Program Coordinator:
 - 1 x Corporate Services team member
 - 1 x Assets team member
 - 1 x Senior Manager (any team)
 - 1 x Projects team member
 - 1 x Community Development or Business Improvement team member
 - 1 x External Sponsor
- For governance reasons there will be no Housing Officers on the panel, or anyone that has assisted with an application.
- Where possible, the panel will ensure an even distribution of grants between states
- The panel will select successful applicants based on their eligibility and responses to address assessment criteria.
- Successful and unsuccessful applications will be contacted within 30 days of the assessment deadline date.
- Feedback can be provided to any unsuccessful applicant upon request.

Priority impacts areas

The following are current priorities relating to each grant category:

Education & Employment

- Improving people to access or further their education
- Enable employment opportunities
- Remove barriers to access opportunities relating to education or employment/training
- Building the capacity of individuals

Social Connection

- Improving the health and well-being of people
- Removing barriers to social inclusion
- Connecting people and assisting people be involved in their community
- Building the capacity of individuals

Community

- Removing barriers for people and community
- Bringing the community together
- Building the capacity of people and encourage an empowered community
- Involvement of community members to deliver the project, particularly CHL/ACHL tenants
- Clear benefits to community with social objectives

Funding Conditions

- The funding amount provided is final, and no further requests for financial assistance will be made by the grant recipient to CHL/ACHL.
- All funding is directly for the purposes outlined in the application, and as such, only that amount will be awarded.
- Awarded funding is to be paid directly to the activity provider, or to the tenant upon presentation of a receipt for fees paid.
- If grant funding is to be paid directly to the activity provider, the tenant must provide an invoice from the activity provider in the name of CHL/ACHL so that fees can be paid directly to the provider. The invoice must contain:
 - Business Name
 - ABN
 - Contact name
 - Business Address
 - Contact number
 - Contact email
 - Invoice number
 - Details of activity
 - The \$ amount no greater than the grant amount awarded
- If activity fees exceed the amount awarded, this amount will be the responsibility of the recipient.
- If the activity/course of the recipient is enrolled in does not proceed, all funding paid to the training provider is to be refunded to CHL/ACHL. The recipient will need to contact CHL/ACHL within four weeks to advise of an alternative study option, otherwise the funding will be forfeited.
- Housing Officers will obtain relevant documentation from successful applicants and return via the impactgrants@chl.org.au email for processing.