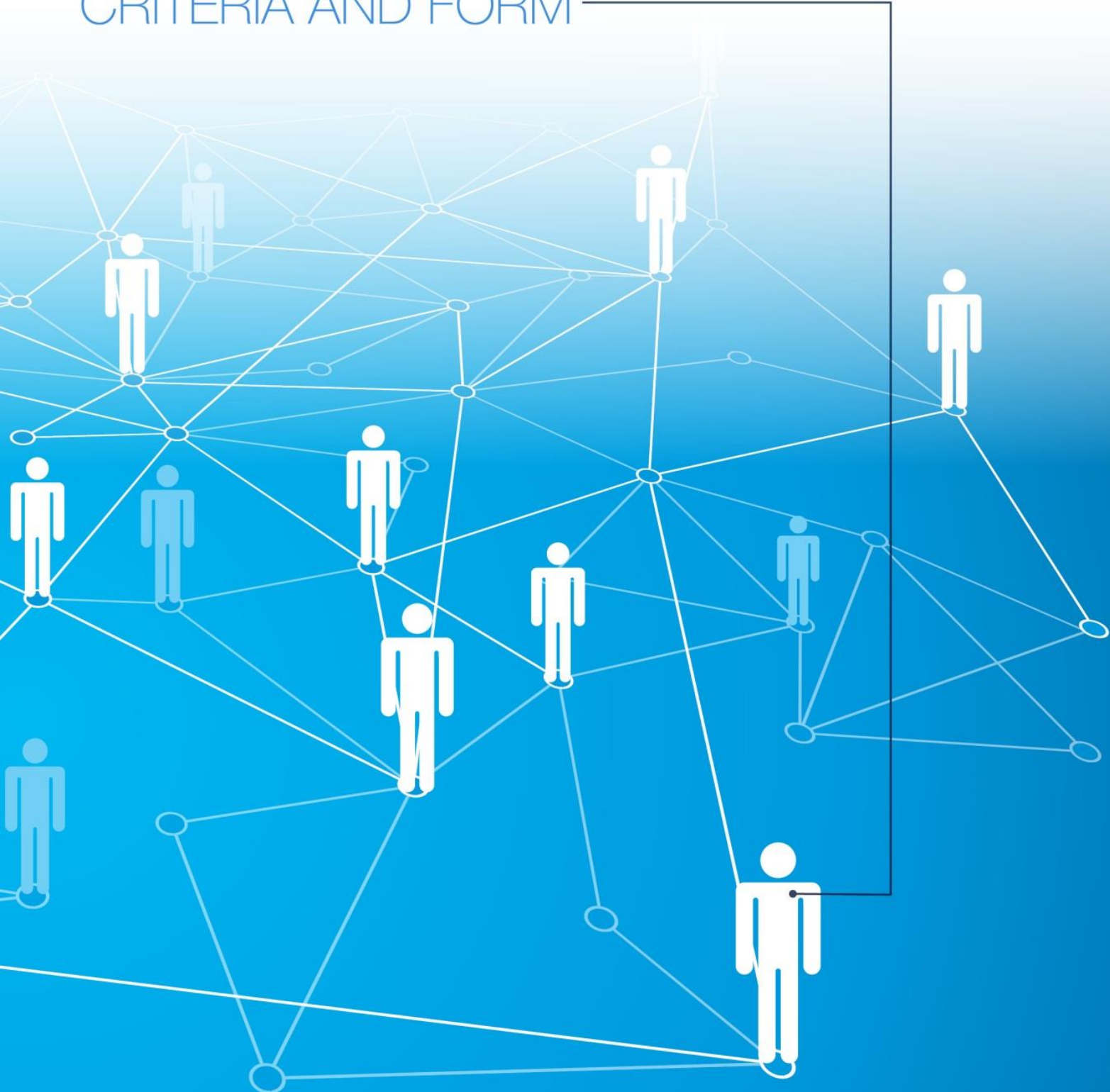



# JLT EXCELLENCE IN COMMUNITY SERVICE GRANT APPLICATION CRITERIA AND FORM





Jardine Lloyd Thompson supports non-profit organisations working to assist and improve the lives of unemployed individuals looking to find employment. As members of the Jobs Australia Network, JLT supports your mission in achieving a fair and equitable Australia. JLT is inviting Jobs Australia member organisations to apply for our Excellence in Community Service Grant.

The Grant is aimed at giving applicants a financial helping hand in advancing a current project/program that will change a community. The grant is centred on the idea that people from different socio-economic backgrounds should come together to talk about what matters to them, and create ways to develop and implement strategies for reaching the objectives they aim to accomplish.

## ELIGIBILITY

You must comply with all 4 eligibility criteria in order to be entitled to the JLT Excellence in Community Service Grant;

1. The community initiative you are seeking funding for must be based in Australia.
2. The program / project you are seeking funding for must have an objective that is aligned with the Jobs Australia vision – **A fair and equitable Australia.**
3. You must be a current Jobs Australia member.
4. You must submit a document which will detail, the following:
  - a) Your Organisations Contact details.
  - b) Your organisations' prior community involvement and achievements.
  - c) A financial budget for the community initiative that clearly outlines how the funds will be spent.
  - d) How the grant will contribute and make a difference?
5. A reference from a prominent member of the local community.

**PLEASE NOTE: this referee must consent to providing their contact details as the panel may contact them to verify.**

## FOCUS AREAS

The Project should aim at addressing one or more of the following Focus Areas:

1. **Support and Assistance** – to assist unemployed people to find employment that cannot be delivered with any government funding which your organisation might receive
2. **Respect and People** – centred approaches for individual and community development
3. **Collaboration and Leadership** – in enabling young people to develop confidence and leadership skills for the future. As well as ensuring positive decisions are made for the future
4. **Solutions** – long term solutions for future programs / projects and community development



## SELECTION CRITERIA

### WHAT ARE THE SELECTION COMMITTEE LOOKING FOR?

Applications will be assessed by a combined JLT and Jobs Australia panel. Successful applications will be based upon the following criteria:

- A fully completed application form
- Demonstration of a well-defined project with achievable goals and outcomes as well as an evaluation process
- Evidence that Jobs Australia's vision of creating a *fair and equitable Australia* is present in your project.
- It is expected that your project will provide assistance which cannot be delivered using any government funding and address the need for services and support that will help people within your community to participate fully in society.
- The programme should aim to produce positive social outcomes. It is expected that the panel will be provided with a detailed plan as to how the project will deliver positive social outcomes. This will need to be accompanied with a budget in which all resources are identified and should detail how the grant will be used.
- Detailing the project's future is important as the successful applicant will be required to report to JLT after 6 months and again after 12 months on the program's development and plans for the future. A newsletter article will also be published by JLT and circulated to all JA members describing the outcomes the successful applicant has achieved.

## APPLICATION PROCESS

Please ensure you review and understand the application process below. Should you have any queries regarding the application please contact Lauren Malkin – JLT on 03 9613 1423.

All applications will be reviewed by the combined JLT & Jobs Australia Panel.

- Please submit your completed application to Lauren Malkin – JLT – [jobsaustralia@jlta.com.au](mailto:jobsaustralia@jlta.com.au) by no later than **COB 30<sup>th</sup> November 2019**.
- Applications will be reviewed from **31<sup>st</sup> December 2019**.
- The Successful Application will be announced on 17th January 2020.
- The Successful applicant will receive a one-off \$5,000 Grant to assist in the delivery of the project / program.
- Over the forthcoming 12 months JLT will provide all members with updates of the successful applicant's progress with their project / program.



# EXCELLENCE IN COMMUNITY SERVICE APPLICATION FORM

## ORGANISATION DETAILS

<b>1.1 Entity Name:</b>			
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<b>1.2 Postal Address:</b>			
<b>1.3 Contact Person for Application:</b>			
Name:			
Phone:			
Email:			
<b>1.4 Referee Contact Details: (Please also attach statement from your referee)</b>			
Name of Referee	Phone	Email	Brief Reason of Referee involvement
<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Confirmation your referee consents to being contacted by panel			Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>1.5 Does your proposed project comply with the eligibility criteria</b>			Yes <input type="checkbox"/> No <input type="checkbox"/>

## PROPOSED PROJECT

<b>2.1</b>	Please provide details of the Roles and Responsibilities of people within your organisation for the Proposed Project.
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<b>2.2</b>	Who is the Project / Program Aimed to benefit within the community?
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**2.3** How will the Project / Program benefit the community?

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**2.4** Outline the Goals your organisation wants to achieve by conducting this project / program?

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**2.5** What is the Duration of the Project / Program?

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**2.6** When will the Project / Program be implemented and How?

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**2.7** How is the Project / Program aligned with the Jobs Australia Vision – **Fair & Equitable Australia**

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**2.8** What is the long-term benefit of the Project / Program for the community?

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**2.9** Outline what the future development will be for the Project / Program?

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## PROJECT PROPOSED BUDGET

**3.1** Outline your Project/ Program Budget. Include the following details:

- Total Income required for project / program
- Total expenditure for project / program
- Any other Funding that your organisation has applied for relating to this project / program

**3.2** Demonstrate how the JLT Grant Funds will be spent?

Details of Project Costs	Income
	\$
	\$
	\$
	\$

**3.3** Details of Expenditure

Please specify your income breakdown by activity. (Total of all boxes must equal 100%)

Breakdown of Individual Items such as salaries, equipment, travel/transport, admin	Costs
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>TOTAL COSTS</b>	\$