



Community Innovation Fund Application Form - 2020

What is the Community Innovation Fund?

The Community Innovation Fund (CIF) provides grants to community organisations, groups and individuals connected to the Fairfield and Liverpool areas of Sydney's southwest.

Grants of up to \$10,000 are available (there is no minimum, ideas/projects large and small are welcome) for great ideas/projects to support newly arrived refugee communities living in the Fairfield and Liverpool areas.

The Fund takes a partnership approach with local NSW Settlement Partnership members (Core Community Services, Western Sydney Migrant Resource Centre and Melkite Catholic Welfare Association), Fairfield and Liverpool City Councils, other services providers, community leaders and groups all working together to support newly arrived refugees.

Please see the application kit before completing this form.

If you require support to fill out this form please email cif@ssi.org.au.

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Contact Details

* 1. First Name

* 2. Surname

* 3. Phone Number

* 4. Email Address

* 5. Address

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Applicant Details

* 6. Are you applying as an organisation, community group or an individual? If you answered 'Individual', move on to Question 8.

- Organisation
- Community Group
- Individual

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Organisation or Group Details

* 7. What is the name of your organisation or group?

* 8. Is your organisation or group registered?

Yes

No



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Individual or unregistered organisation/group applicants

Auspices are required for all individuals and unregistered organisations/groups applying for the Fund. If you don't have an auspice we can support you find one.

* 9. Do you have an auspice?

- Yes
- No
- Unsure - what is auspice?



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Auspice

* 10. What organisation has agreed to auspice you?



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Support to find an auspice

You have indicated you don't have an auspice or are unsure what is an auspice.

Please see the Application Kit to find out more about auspices.

All individuals or unregistered organisations/groups require an auspice. SSI can support you to find one.

* 11. Do you need support finding an auspice?

- Yes
- No
- Unsure, what is an auspice



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Connection to Fairfield and/or Liverpool

To be eligible for the Fund you must demonstrate a presence in Liverpool and/or Fairfield areas, including local knowledge.

* 12. What is your connection to the Fairfield and/or Liverpool areas?



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Capacity to implement the idea

Projects can be managed in a number of ways. It is important to think through how this will happen. Who is involved? How will decisions be made? Who is ultimately responsible?

13. State how the proposed project idea will be managed.

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Selection Criteria

To be eligible for the Fund the primary focus of your idea must address one or more of the Fund's selection criteria. These criteria came directly from an intensive consultation with the refugee communities in Fairfield and Liverpool areas.

* 14. What Selection Criteria does your project address? More than one may apply to your idea. Please tick only the most relevant.

- Utilising the existing strengths within the community, highlighting skills and qualifications that people already have
- English language learning support
- Volunteer opportunities, local work experience and activities leading to potential employment
- Understanding and assistance with career pathway mapping and recognition of prior learning
- Helping one another retain existing community norms and values that support and enhance community cohesion
- Activities engaging different groups of people (such as the elderly, women, youth and children)
- Engaging people in meaningful conversations, interaction with neighbours and involvement in the wider Australian society
- Cooperative involvement in events that cross boundaries of race, culture and religion
- Support with mental wellbeing: moving from a fear of the future to engaging in possibilities for the future
- Information and understanding of Australian values and societal norms, including day-to-day social etiquette
- Initiatives offering assistance with living expenses
- Initiatives enabling people to travel independently



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Guiding Principles

To be eligible for funding ideas must align with the Fund's guiding principles listed below:

1. Collaboration
2. Strength-based
3. Leadership and Community Engagement
4. Innovation
5. Self-determination

Please review the full description of the guiding principles in the application kit.

Support is available to ensure your idea aligns with the guiding principles. We encourage you to contact us to discuss.

* 15. Explain how your project aligns with the Fund's guiding principles. Please note ideas that are collaborative and innovative have a greater chance of being funded.

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Target group

All ideas must benefit newly arrived refugee communities (that have arrived in the last five years) living in the Fairfield and/or Liverpool areas.

* 16. Who does your idea target?

* 17. What changes to the community do you hope to see as a result of implementing your idea? This can include the newcomer community and/or the wider community.

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The idea or project

Provide a brief description of what you are proposing.

* 18. Name of project

* 19. What are you aiming to achieve?

* 20. What is the duration of your project?

* 21. Provide a brief description of the project, including what it involves, activities planned, how will it be promoted and implemented.

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Grant Funding, Co-contributions and In-kind contributions

Grants are available for up to \$10,000. There is no minimum grant amount. Ideas both small and large are encouraged.

Are you or your organisation/group co-contributing funding?

Have you thought about in-kind support? This can be an alternative or in addition to a financial co-contribution.

In-kind support is non-monetary contributions. They could be things you would otherwise pay for or things money can't buy (for example volunteers, project management, donated materials or venues, skills a community member has such as graphic design).

Have you looked at what strengths and skills are already existing in your community? Rather than asking for more funding, think about what is already existing in your community that you can tap into?

Ideas that use community strengths will more likely receive funding.

* 22. What is the total amount of grant funding are you seeking?

* 23. What is your contribution (monetary or in-kind)? Please list

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Budget

The grant money cannot be used for activities such as:

- **Construction works or capital expenditure**
- **General ongoing administration costs such as electricity, phone and rent**
- **To cover any costs incurred in the preparation of your funding application**
- **Setting up a business, or**
- **Activities that have already commenced or are completed.**

The Funding can be used to pay for the following directly related to the project:

- **Incentives for volunteers**
- **Travel costs**
- **Venue hire**
- **Catering/refreshments**
- **Stationaries/consumables**
- **Materials or equipment**
- **Operating or administration costs (directly related to the project)**
- **Promotional/documentation costs**
- **Facilitator fees, and**
- **Other expenses directly related to the project.**

* 24. Please provide an itemised budget with requested amounts for each item



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SSI Image and Information Consent

SSI is a community organisation and social business. We use images, recordings and media stories in our promotional materials to raise awareness of our services and programs.

We need your consent to use and disclose

- **your photo**
- **visual, audio or digital recording of you**
- **information such as your name, age and background and**
- **information based on your opinions and personal experiences.**

And be used for

- **print or promotional publications such as brochures, media releases, presentations and posters**
- **television, radio or digital recordings**
- **promotion on online, digital and social media platforms, such as SSI's Facebook account and website.**

By ticking that you consent below, you will give consent to SSI to use your image/s and personal information in such materials.

About your privacy

- **You personal information is protected by law, including the Privacy Act 1988 and the Australian Privacy Principles. We need your consent before we can collect, use, disclose or publish your picture or personal information about you.**
- **SSI will collect, keep and deal with your personal information in accordance with the applicable legislation (including the *Privacy Act 1988*) and our Privacy Policy, which you can access on SSI's website or request in hard copy. The Policy details how you can access or correct your personal information, how your personal information is handled and how to contact SSI with any concerns.**
- **You do not have to provide consent. Your decision not to provide consent will in no way affect the services we provide to you. You also are aware that consenting to your image to be used in this way will enable your image to be accessed by people in your home country and in Australia and possibly lead to you being identified.**

- In most cases, SSI will own copyright of any images it takes of you and any written material, except where these rights are shared with or held by third parties (such as the publisher of an article or owner of a website). You will need to obtain permission from the relevant owner before being able to reproduce the information.

Change or withdraw of your consent

- You are free to change or withdraw your consent at any time by following the procedure in the Privacy Policy. Talk to your contact at SSI, who will support you to change or withdraw your consent.

* 25. I have read the above information. I understand the reasons for SSI to collect my personal information and the ways in which it may be used and disclosed, and I provide my consent to that use and disclosure.

- Yes
- No (please explain)

* 26. I understand this consent is in effect until such time as I make a written request to SSI to withdraw it, which I am free to do (without explanation) at any time. I acknowledge that changing or withdrawing my consent may only prevent my information from being included in future publications owned by SSI (or in SSI's control).

- Yes
- No (please explain)

* 27. I release and forever discharge SSI and its representatives and staff, from all claims, complaints, actions and liability relating to the use of any personal information I have provided.

- Yes
- No (please explain)

* 28. Please enter your name and date below to sign your application electronically.

Full Name

Date

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Skills Workshops

Please be aware that all successful applicants MUST attend ALL three skills workshops (see the application kit for dates).

- **The skills workshops will support you to develop a Project Plan which includes how you will report back to us.**
- **This project plan will be inserted into your Grant Agreement and signed.**
- **Following signed of the Grant Agreement will release the Funding.**

* 29. Do you agree to attend all three Skills Workshops. If for any reason you are not able to attend you will nominate a representative to attend in your place.

- Yes
- No (please explain)



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Applicant Declaration

I declare that the information submitted for the application for the SSI Community Innovation Fund is true and correct.

I authorise SSI to make appropriate enquiries in regards to my application submission.

I acknowledge that the submission of any incorrect or misleading information to SSI may result in termination of any grant agreement and in that circumstance I may be required to repay any funds.

I understand that the decision of SSI regarding the funding is final and that the grant is subject to the Grant Agreement to be signed once funded.

If I receive the funding, I give consent for SSI to disclose agreed, not including contact details, for publicity purposes.

* 30. By ticking yes you agree to the above terms

- Yes, I agree to the above terms
- No, I don't agree to the above terms. (please explain below)



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Thank you for your application

If you have any questions please email cif@ssi.org.au