

Collaborative Community Projects

**Baptist Care SA and the Baptist Churches of SA
partnering together in mission**

Funding Guidelines

Submissions Close

Monday 12 July 2021



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FUNDING GUIDELINES

1. Background

Baptist Care SA is committed to empowering people to move from adversity to opportunity via transition pathways.

Baptist Care (SA) exists to support the most vulnerable people in our community to reach their full potential.

Baptist Care SA works in partnership with local Baptist Churches. Our churches have unique opportunities to engage with their local communities. These opportunities are strengthened when we work in partnership to build transition pathways, where people who are accessing Baptist Care SA programs are supported well to participate in community.

2. Objective

Collaborative Community Projects (CCP) funding is made possible by funding support from the Baptist Care SA Foundation.

The funding aims to facilitate partnerships between Baptist Care SA and local Baptist Churches. Together, Baptist Churches and Baptist Care SA staff can create community-informed, collaborative and sustainable community projects. Baptist Care SA focuses on a **strengths-based participant led approach** and can help provide support, resources and expertise to churches as they work with vulnerable people.

Funding is for local, community-led:

- Approaches to relieving and mitigating disadvantage¹
- Activities that strengthen community connections for vulnerable people

¹ The ACNC (Australian Charities and Not-for-Profits commission) states that a PBI is a charitable institution with a main purpose of providing benevolent relief to people in need. As a Public Benevolent Institution (PBI), Baptist Care (SA) funding allocations must be in line with the main purpose of a PBI as defined by the ATO being; relieving poverty, sickness, suffering or disability.

For the purpose of the Collaborative Community Projects, vulnerable people are considered to include people who are:

- At risk of or experiencing homelessness
- Recovering from addiction
- Affected by family violence
- Suffering financial hardship
- Experiencing unemployment/under employment
- Experiencing physical or mental illness
- Living with a disability
- Experiencing disadvantage as a result of social isolation
- Refugees and asylum seekers
- First Nations peoples

Projects may be one-off or ongoing. Projects will be funded for a maximum of three years.

The number of projects that will be funded in each Funding Round will be at Baptist Care SA's discretion.

3. Collaboration

This funding is for projects that are collaborative. We want to partner with local Baptist churches in ongoing ways that use the gifts, experiences and expertise of all involved.

Applications should clearly show how the projects are collaborations between:

- The local Baptist church leaders and their congregations
- Baptist Care SA
- Local community members
- Local community partners

Examples of collaborations with Baptist Care SA that could be explored, include finding ways to:

- Arrange to work directly with a Baptist Care SA site or service, to work together to offer a tangible **Transition Pathway** for Baptist Care SA clients from **Adversity to Opportunity**
- Engage with the range of training workshops offered by the **Baptist Care SA Church Support Team** to support your project
- Engage with the Baptist Care SA Church Support Team to utilise their **published materials** such as **'My Choices'** and **'Hope Packs'** in the outworking of your project
- Engage the specific expertise of Baptist Care SA staff to support your project volunteers i.e. invite their input on how to best support clients who are experiencing or are at risk of homelessness
- Partner with Baptist Care SA **Adventure services**.

4. Funding

Churches may apply for matched funding* of \$500 to \$20,000 per year for up to three years. It is anticipated that most successful projects will be funded for approximately \$10,000-\$15,000 per year for three years.

Requests for larger amounts of funding will be considered but are less likely to be funded (See Point 8. below) and all such project ideas must be discussed with the Collaborative Projects Officer **before applying** for larger amounts of funding.

Matched funding means the applying church will commit to contributing the equivalent value of the funding received from Baptist Care SA toward the project over the funding period. **Preference will be given to dollar-for-dollar matching contributions in order to create greater congregational buy-in and project sustainability. Discretion will be used in considering in-kind volunteer work or community funding as matched funding.*

5. Eligibility

Funding is available to any affiliate church or member church of the Baptist family of churches in South Australia.

6. Pre-application and Application Process

Churches who are interested in applying for this funding need to make a time to speak with Project Officer Rachael Foster in person or by phone. This will ensure you can confirm that your proposed project idea fits the scope of the funding before continuing.

Rachael is available to discuss your project ideas and to offer support with the application process throughout the funding round.

Application Submissions

Completed application forms must be submitted via Google Docs. Please contact Rachael Foster for an application form.

7. What to include in your Project Proposal

Your proposal must demonstrate the following:

- I. A strong project alignment with Baptist Care SA's vision to support vulnerable people to move from adversity to opportunity (Click on these links to see more information about our [Transition Pathways](#) and [Strategic Plan](#))
- II. Commitment from both your church leadership and congregation to see this proposed initiative succeed
- III. A clear and comprehensive project plan that outlines
 - a. What you will do, when you will do it, who will be involved, how they will be involved, what resources will be required (including financial resources as outlined in your budget) and what your timeline for key outcomes is
- IV. A local, community-led approach to mitigating and relieving disadvantage
- V. Strong collaboration between your church congregation and your local community i.e. we want to see:
 - a. That this project has been initiated by genuine conversations and relationships with members of the wider community and partner organisations rather than from assumptions about what the community wants or needs. You should be able to answer the question, "What does the community want you partner with them on and how do you know they want this?"
 - b. A current and ongoing partnership with local community leaders and groups
 - c. A commitment to operate from a [participant-led approach](#) that is done 'with and by' the community, not 'to and for' the community
- VI. A clearly demonstrated ability and plan to financially sustain the program after external funding concludes or to sustain the outcome of the project in other ways
- VII. Clearly articulated means for measuring and evaluating the project both quantitatively and qualitatively
 - a. If we fund your project, we want to see what you have done and what impact it has had.
 - b. Please provide a plan for how you will measure this impact in numbers and in stories.
- VIII. Ability to match the funding requested. **Preference** will be given to dollar-for-dollar matching contributions in order to create greater congregational buy-in and project sustainability. **Discretion** will be used in considering in-kind volunteer work or community funding as matched funding.

Favourable Proposal Features include:

- Projects that work to directly link existing Baptist Care (SA) clients with clear transition pathways from adversity to opportunity
 - Initiatives that are creative, innovative and new within the Baptist churches in South Australia and are capable of working in other Baptist church settings with a limited resource allocation
- OR
- Initiatives that have been robustly evaluated and proven to have a demonstrated impact to move vulnerable people from adversity to opportunity and have been identified as something your community cares about

Proposals less likely to be funded would be:

- Capital items (unless the capital item is a part of a wider community collaboration project and the only hurdle to a significant community development activity)
- Churches already or recently in receipt of Collaborative Community Projects Funding
- Funding proposals for projects over \$20,000 per year for three years. Applications over \$20,000 per year do require matched dollar-for-dollar financial funding. **If you intend to apply for a larger project please speak with our project officer before proceeding.**

8. Closing Date

It is strongly recommended that you submit a draft application at least two weeks prior to the application due date, by Monday 28 June 2021.

Completed application forms must be received by our Collaborative Communities Projects Officer Rachael Foster by email rfoster2@baptistcaresa.org.au no later than midnight **Monday 12 July 2021**.

9. Funding Allocation Announcement and Agreement

The Collaborative Communities Projects Officer will communicate the outcome of your application for funding by email by early September 2021.

Successful applicants will go on to complete a Funding Agreement document, in collaboration with the Project Officer. This will include the outcomes you hope to see from your project and how you will measure these. This takes up to six weeks, depending on the availability of the project application lead from your church. We anticipate the first instalment of funds will be awarded September 2021*.

** Please be advised that this timeline is approximate only and is subject to change.*

If you are not successful in this round of funding, Baptist Care SA staff are available to work with you to refine your proposal for a future round, or suggest alternative funding sources that you can try. We want you to succeed!

10. Reporting

A Financial Acquittal Statement and Program Review Report must be completed every twelve months upon receipt of funding and also upon finalisation of the project.

The Acquittal Statement verifies that the funding has been utilised in accordance with the Project Budget provided in your Application Form.

Failure to allocate funds as outlined in the signed Funding Agreement may result in a request to refund the project funds.

The Annual Program Review Report verifies that your activities have been conducted as outlined in your Funding Agreement, addresses the agreed upon outcomes, and details the evaluated impact of your project activities.

The Final Program Review Report provides feedback to the Baptist movement about your project and details how vulnerable members of your community have benefited from your church's efforts using the Baptist Care SA Collaborative Community Projects Funding. Baptist Care SA staff can support you in this process, so it is not onerous but a valuable component of your project.

An interim report is to be lodged every 6 months, this is to update the Projects Officer on the latest activities of the project and will include a 'good news story'. This may be lodged by email or face to face at a meeting with the Project Officer.

Please contact the Collaborative Communities Projects Officer Rachael Foster if you require further information:

M: **0428 864 486**

E: **rfoster2@baptistcaresa.org.au**