

Example Grant Application

Developed by Instinct Organisational Development for ECCQ's Community Sector Program

1. The Need / Issue Identified

1.2 million Australian children and young people are at risk of having their school life negatively affected by poverty (*Poverty in Australia, 2020, ACOSS/UNSW Report*). With the link between completion of Year 12 and (a) higher earnings for individuals, (b) greater community involvement and (c) economic benefits for the country as a whole well accepted (*Access Economics 2005, The economic benefit of increased participation in education and training*), the benefits to the greater Australian community of programs which address poverty cannot be over-stated.

The Melbourne Institute of Applied Economic and Social Research calculated that the poverty line for Australia to the June quarter 2020 was \$1,054.12 per week for a family comprising two adults, one of whom is working, and two dependent children.

In Brisbane City Council's Durack ward, of the 8 629 estimated resident population in June 2020, the median total family income in the same period was \$72 488 per year or \$1 394 per week.

With approximately 1 600 school-aged children living in Durack, the impact of poverty on these individuals as well as the broader community will be far-reaching.

2. Project Description

By creating a social enterprise ("Creatively Caffeinated"), the XYZ organisation will provide barista training to 24 single mothers per year. As qualified baristas, these women will be able to find work and provide a standard of living for themselves and their children above that possible on Government benefits.

6 trainees will be recruited in each intake with each traineeship lasting 8 weeks. The women will be trained in all aspects of using a coffee machine, including how to

- Froth milk
- Make espresso
- Make all of the coffees that you would find in a café
- Clean and maintain the coffee machine

Informal training will also be provided on how to secure a job in the café sector.

Award-winning barista Daisy Duck (see Daisy's CV at Appendix 1) will provide the training and coordinate the project, with volunteers from XYZ providing additional support, where needed.

After a year of operations which require subsidisation, the enterprise will have established itself in the community and be able to meet its own expenses through sales.

Project evaluation will consist of

- Collection of quantitative data such as percentage of trainees who complete the course and how many go onto to secure a job as a barista or similar
- Qualitative data from exit interviews with the trainees at the completion of the 8 weeks.

Evaluation outcomes will feed into the planning of the next intake.

3. Budget – Note: This represents the first year of operations

Expenses		Income	
Commercial coffee machine	\$4 500.00	Sales – estimated on 30 coffees sold per day, 5 days per week with \$3 profit made on each coffee	\$28 800
Salaries (1 x Trainer; 24 x trainees)	Trainer - \$35 per hour / 30 hours per week (\$50 400)	<i>Pro bono</i> barista trainer	\$50 400
	Trainees - \$25 per hour / 30 hours per week (\$36 000)	Grant from Zonta group	\$2 500
	On-costs (15%) - \$960.00	Grant requested in this application	\$15 560.00
	Tables and chairs	\$2 000.00	
Café equipment	\$1 500.00		
Insurances	\$1 100.00		
Utilities	\$800.00		
Total expenses	\$97 260.00	Total income	\$97 260.00

4. Organisational Information / Capacity

XYZ has operated since 2014, growing in members, activities offered and financial strength every year that we have been in operation. We currently offer

- Information and referral service for all local community members
- Community education workshops such as permaculture gardening, information about the new Human Rights Act, chronic disease self-management, etc.
- Asylum seeker sponsorship
- Financial and food assistance (Emergency relief)

For the last three years (2018 – 2020) we have hosted a community festival, supported generously by grants from the local Council. This year we were able to hold the festival with no grant money, using our own funds and the support of local business partners.

Our Management Committee provide great leadership and direction to XYZ. The Committee consists of:

- Letitia Bogdanovic – Letitia is the owner of Let's Go Travel and holds qualification in travel and management.
- Byron Groves – Byron is a Certified Practicing Accountant and is the Managing Director of Groves and Peters Accountancy.
- Mickey Mantle – With qualifications in Social Work and Creative Industries, Mickey works in mental health recovery.
- Jim Brown – Jim is a fundraising professional, having successfully completed the Master of Business, Nonprofit and Philanthropic Studies at QUT and enjoying a 20 year career thus far working in a range of not-for-profits.
- Ahmad Abdouey – Since arriving in Australia in 2002 as a refugee from Afghanistan, Ahmad has completed a Diploma in Community Services at TAFE and gone on to complete a Social Work degree at Griffith University. He currently works in settlement services.