

# MELBOURNE AIRPORT

## Community Grants – Key Selection Criteria 2023

Melbourne Airport currently supported more than 20,000 jobs, which is forecast to grow to more than 29,000 by 2042. We're keen to help our local community share in this growth, and to empower people to contribute to the community in which we live and work.

Melbourne Airport appreciates the existing infrastructure and knowledge of Neighbourhood Houses in responding to local education and employment needs. We launched the Melbourne Airport \$100,000 Community Grants program in June 2019 to assist Neighbourhood Houses to continue their work.

These grants are designed to enable Neighbourhood Houses to do more projects that their communities are calling out for, *with a particular focus on strengthening employment pathways and educational outcomes.*

**Ten grants of \$10,000 are available to Neighbourhood Houses located within a 15-kilometre radius of Melbourne Airport. These eligible houses have been calculated by geo-mapping experts in consultation with Neighbourhood Houses Victoria and can be found within the Grant Guidelines document.**

### Who can apply?

Only organisations named within the eligible neighbourhood houses list can apply.

DGR1 status organisations, or those who apply under the auspice of the [Australian Neighbourhood Houses and Centres Association Public Fund for DGR](#)

### What sort of projects is Melbourne Airport funding?

Educational or employment pathway projects that:

- are responsive to the contemporary needs of their local community, and reflect their cultural makeup
- benefit culturally and linguistically diverse or newly arrived migrant communities, or young families
- have a proven track record and outcomes
- can articulate how they are increasing employment and educational outcomes, social cohesion and engagement
- have strong partnerships with complementary organisations where possible
- can demonstrate an investment in forward planning
- are not already fully funded by existing government funding streams.

### Key dates

3<sup>rd</sup> July 2023 Grants open, 9am AEST

31<sup>st</sup> July 2023 Grants close, 5pm AEST

August 2023 Successful grants awarded

September 2023 Grant funding provided

### Grant timeframes

The Community Grants program was primarily designed for grants to be expended over a one-year period. The full grant amount of \$10,000 will be provided in September 2023. However, Melbourne Airport is open to the grant being used over a time two years if mid-point progress reporting can be provided.

For projects that span longer than 12 months, funding will be split into two parts, with the receipt of mid-point progress reporting triggering the release of the second portion of funding. The total grant value is \$10,000, regardless of the grant time frame.

### Key Selection Criteria

Melbourne Airport and Australian Communities Foundation will assess applications against the following criteria:

1. Strength and transparency of budget, financial stability and strong governance.
2. Focus on employment pathways and educational outcomes for culturally and linguistically diverse or newly arrived migrant communities, or young families.
3. Strong partnerships and investment in forward planning. Detail of:
  - a. how the organisation, program or project is working with other sector providers to aid efficiency and/or avoid duplication
  - b. the sustainability of project
  - c. the utilisation of multiple funding streams
  - d. scalability.
4. Responsive to the local community:
  - a. what is the need
  - b. who the program will assist
  - c. why this is a priority for this Neighbourhood House.
5. Clear education and employment pathways of the project:
  - a. how this will improve education and employment pathways of the target community.
6. Articulates desired outcomes and impacts, of employment and education outcomes, social cohesion or engagement:
  - a. what success might look like
  - b. how and when it will be measured.
7. Proven track record and strong outcomes:
  - a. detail of current experience in delivering the project and its achievements
  - b. what this additional funding will enable.
8. Consideration of COVID-19 safe practices, including flexibility to respond to government health measures.
9. Overall enthusiasm:
  - a. what might get someone passionate about this project
  - b. the need it's addressing.

Your grant application will be shortlisted by those within the philanthropic and community sector, as well as be reviewed by those without direct sector experience. Consider what information, stories or materials might excite and help them understand.

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### Melbourne Airport is open to funding

- salaries
- project costs
- a discrete element of a larger project
- up to two applications per organisation per grant round
- projects funded through a previous Community Grant round (additional funding is not guaranteed and all reporting requirements must be up to date).

### Melbourne Airport is not open to funding

- projects at the pilot stage or approaches that are untested
- projects that duplicate an existing offering
- general operating support
- capital expenditure: some capital expenses are permitted but they should not form the majority of the application budget
- organisations who are not registered neighbourhood houses and neighbourhood houses that are not on the eligible houses list
- professional development or political or faith-based activities.

### Additional considerations

Support of educational and employment pathway projects remains a priority, but the key selection criteria of “are responsive to the contemporary needs of their local community” will increase in ranking priority.

The criteria surrounding how a submitted project is increasing employment and education outcomes, social cohesion or engagement, will be viewed through the lens of previous performance and future expectations of when and how a project can be safely delivered.

Applicants will be asked how they plan to deliver their program in a safe manner, and that reflects COVID-19 measures.

To alleviate concerns and potential workload issues for successful grant applicants, Melbourne Airport will accommodate any reasonable changes required to enable Neighbourhood Houses to safely deliver their projects and support their communities.

### Additional information for auspiced applications

- Melbourne Airport encourages eligible Neighbourhood Houses without DGR status to consider applying via the [Australian Neighbourhood Houses and Centres Association Public Fund for DGR](#).
- In 2022, 6 of the 10 successful grant applicants utilised an auspice.
- Melbourne Airport will fund the auspicing costs for successful grant applications, i.e., a \$10,500 grant will be provided to cover the 5% auspicing charge.
- Auspiced applications should provide the contact and address details of where the project will be delivered, to enable efficient eligibility and compelling grant assessment.

### Repeat applicants

- Melbourne Airport welcomes grant applications from organisations and projects that received funding in 2022 , as well as those that did not receive funding
- 2023 grant applications will be assessed on their individual merit utilising key selection criteria similar to previous years
- If funding is sought in 2023 for the *same* project that was funded in 2022, applicants are strongly encouraged to include impact data and mid-point evaluation and results within their 2023 grant application. Note that a full acquittal is *not* required to submit a grant application in the 2023 grant round.

For 2022 grant recipients to be paid a 2023 grant, assuming that their application is successful, they **MUST** have submitted a satisfactory acquittal report for their 2022 grant by 30<sup>th</sup> August 2023 or they will forfeit any eligibility for their 2023 grant.

### Contact

[community@melair.com.au](mailto:community@melair.com.au) or 03 9297 1598

*Australia Pacific Airports (Melbourne) acknowledges the Wurundjeri Woi-wurrung as the First Nations people and Traditional Owners of the Land that Melbourne Airport operates on. We pay our respect to their Elders past, present and emerging and extend that respect to all other First Nations People.*