



## Lotterywest Grants Information Package

# Enhancing Community Development Initiatives

### Aboriginal Project Grants

*This package provides information to assist you to apply for a Lotterywest Grant to support an Aboriginal Community Project. Information on other grant areas is available from our website or by calling Lotterywest.*

You will find in this package:

- Information about Lotterywest Grants.
- How to apply for an Aboriginal Project Grant.
- Assessment Criteria for Aboriginal Project Grants.
- Details about the Project Grant Additional Information Form, which must be provided as an attachment to the Lotterywest Application Form.



## Lotterywest

Thanks to the thousands of Western Australians who play our games, Lotterywest has been an important source of funds for the Western Australian community for over 70 years.

Profits from the sale of our games enable us to provide millions of dollars each year to WA's hospitals, sports, arts and community groups, to help build our community and improve the quality-of-life of Western Australians.

## What is a Lotterywest Grant?

Lotterywest grants aim to assist community organisations to turn their ideas into reality. We see the grants we make as an investment, not only in the future of your organisation, but in the future of the Western Australian community as a whole.

Lotterywest grants should make a difference to a community. Our preference is for proposals that have come from, or been embraced by, a community, that will involve a wide cross section of people and will enhance the quality-of-life of Western Australians.

Lotterywest has five broad grant areas. These have come about in response to community priorities. Lotterywest grants will:

- Extend the capacity of not-for-profit organisations.
- Strengthen community service delivery.
- Enhance community development initiatives.
- Value our State's heritage.
- Advance participation in community life.

Within these grant areas we have developed information packages which provide information on common grant opportunities. We encourage you to look at the different packages to get a more detailed sense of the various opportunities.

In addition to Aboriginal Project Grants we provide grants for a variety of purposes. Just a few examples include recreation for people with a disability, community celebrations, heritage and conservation, and for services for seniors, young people and children.

Our primary intent is to provide grants! Once we've confirmed your organisation's eligibility under our legislation, we work with the organisation to develop their proposal. We may also consider a small grant to further develop a proposal to a stage where the application can be assessed.

If your organisation has an idea, we encourage you to contact Lotterywest. Please refer to the contact details at the end of this document.



## This Information Package

This package provides information to help your organisation apply for a grant toward an **Aboriginal community development** proposal.

It is important that you discuss your project proposal with a member of our grants team before submitting your application. This helps us keep track of the various proposals and to provide appropriate advice.

The term **Aboriginal**, is used broadly in this information package in describing the first Australians, and should be taken to mean Australian Aboriginal; Torres Strait Islander; and Indigenous peoples.

Please visit our website at [www.lotterywest.wa.gov.au/grants](http://www.lotterywest.wa.gov.au/grants) for other information or ring Lotterywest on 9340 5270 or 1800 655 270 to discuss your proposal.

## Who Can Apply for These Grants?

Lotterywest grants are guided by legislation that requires grants to be made to not-for-profit organisations or local government authorities for charitable or benevolent purposes.

You can apply for an Aboriginal Project Grant if you are a **not-for-profit organisation** or a **local government authority, however**, priority is given to Aboriginal organisations and groups in the Aboriginal Project Grant area.

Individuals, private or for-profit organisations, government bodies and organisations with a statutory base are not eligible for this grant.



## Grants to Support Aboriginal People and their Communities

Lotterywest provides grants to contribute towards improvement in the quality-of-life of Western Australian Aboriginal people.

Proposals will be considered that increase the opportunities of Aboriginal people according to community identified priorities, such as those focussing on

- community leadership,
- community development and enhancement,
- emotional and social wellbeing,
- welfare and safety,
- life changing opportunities and
- community participation and empowerment.

Projects that are developed, owned, managed and driven by Aboriginal people and lead to the enhancement of life opportunities are particularly encouraged.

Lotterywest provides support to both new and existing projects and programs in urban as well as rural and remote communities.

**Aboriginal organisations are able to apply for grants in all Lotterywest grant areas.** More information about other grant possibilities is provided in the Additional Grant Opportunities section on page 5 of this document.

## Types of Proposals Supported

Projects must be time limited, i.e. have a beginning and end date. Shorter term projects may be supported (e.g. 3 months, 6 months, 12 months) up to a maximum of three years. The request for Lotterywest support should be linked to the project plan and timeframe.

Project support may include:

- Operating costs such as short-term wages, research, administrative costs, professional fees, travel and other expenses.
- Capital and equipment costs on a one-off basis, depending on the length of the project.

The following list provides an overview of grants that have been approved in the past. The list is not intended to be limiting. Organisations are encouraged to seek new and innovative ways of enhancing community development.



The types of projects that have been previously supported include:

- Young people's leadership projects including camps, seminars and conferences.
- Back to Country, heritage and cultural connection projects.
- Breakfast clubs and other healthy lifestyle initiatives.
- Intergenerational projects linking children, young people and seniors.
- Art and music development projects.
- Community activities in woodworking, art, basket weaving, tourism, aquaculture etc.
- Mentoring projects.
- Women or men specific projects.
- Organisational planning and development.

Grants will generally not be made for:

- Ongoing services or recurrent funding.
- Replacement support for a service or project for which funding from another source has ended.
- Addressing an area of need that is the responsibility of particular government department/s.
- Projects where there are no administrative or other infrastructure in place to support the management of the project including good governance.
- Projects that are not financially viable.

## **Additional Grant Opportunities**

If your proposal does not seem to fit this grant area, we may have an alternative information package that may be more relevant.

If you are seeking a grant towards the cost of:

- Equipment, please read the *General Equipment Grants Information Package*.
- A vehicle, please read the *Vehicle Grants Information Package*.
- Service accommodation, please read the *Service Accommodation and Community Facility Grants Information Package*.
- A Community facility such as a community playground or community building, please read the *Service Accommodation and Community Facility Grants Information Package*.
- A community event or celebration, please read the *Community Events and Celebrations Grants Information Package*.

These information packages can be found on our website or we can mail a copy to you. You can also discuss your proposal with a member of our grants team at any time. Contact details are at the end of this information package.



## Grants Process

Applications for Aboriginal Project Grants may be submitted to Lotterywest at any time.

Please note:

- Organisations not legally incorporated or not registered for GST can apply for single or multiple grants with a combined total of up to \$15,000 in any one financial year.
- Applications should be for more than \$1,000.

## Aboriginal Project Grants Assessment Criteria

The following factors will inform our assessment of your application:

- Details of what the project is aiming to achieve and what need is being addressed.
- Who is involved in the project, including the involvement of community members and other groups and/or organisations.
- The experience of your organisation or group to manage the project and/or expertise available to assist the project.
- The project's target group (i.e. young people, families, across ages etc).
- The project plan, its key stages, activities to be undertaken and the project timeframe.
- How the project will be managed, monitored and evaluated.
- A project budget and resource needs including contributions from other partners.
- What will happen after the grant ends.
- Where the project involves ground disturbing works, a written explanation of investigations carried out to ascertain whether the project will impact on an Aboriginal heritage site and, if so, a copy of a letter from the Minister for Indigenous Affairs granting consent under section 18 of the *Aboriginal Heritage Act 1972* (assistance can be obtained from [www.dia.wa.gov.au](http://www.dia.wa.gov.au) or contact Registrar of Aboriginal Sites on (08) 9235 8000)
- Where the project may form part of or contribute to a 'commercial activity' that the project proposal is accompanied by a Business Plan establishing the feasibility and viability of such activity.



## How to Start

If you think you have a suitable proposal for an Aboriginal Project Grant, you should speak to a member of our grants team (contact details are on the back page of this Information Package) to ensure this grant area is appropriate for your proposal. If you decide to proceed with an application, an application form can be downloaded from our website or we can mail it to you.

## Completing the Application Form

After discussing your proposal with a member of the grants team and confirming its suitability for a grant, you will need to complete a **Lotterywest grant application form** and provide the documents requested in the application form.

## Additional Information Form

If you are applying for an **Aboriginal Project Grant** you will need to complete the **Additional Information Form for Project Grants**. This is additional information to what has been requested in the Grant Application Form.

These documents have been developed with information requested under various headings. The headings also form the assessment criteria used to assess the grant and are outlined in the Assessment Criteria section.

## Lodging Your Application

When you have completed your Application Form and Additional Information Form, please mail them to us or bring them into our office. Our address details are on the back page of this document.

If you have included all the required information, within approximately two weeks you will receive a letter acknowledging that your application has been accepted and detailing how the process will proceed. If we need any further information we will contact you.

## How is your Application Assessed?

A member of our grants team will assess your application. As part of the assessment process, we will discuss your application with your nominated contact person. A recommendation will be submitted to the Lotterywest Board for its consideration, and then to the Premier for approval. **This process, usually takes about four months.**

All applicants will receive written advice on the result of their application.

Grant recipients will receive a Grant Approval letter advising of any special grant conditions.



## Acknowledging Lotterywest's Support

Grant recipients are generally encouraged to acknowledge the support they receive from Lotterywest; however potential promotion opportunities of Lotterywest will not influence the assessment outcome.

You might include the Lotterywest logo in brochures or other printed material/signage or hold a community event to 'launch' the project. The Grant Approval letter will let you know if we would like you to acknowledge Lotterywest.

## Who to Contact

**For further information or to discuss ideas for projects please contact a member of our grants team.**

Phone: 08 9340 5270  
Toll Free: 1800 655 270  
TTY: 08 9340 5236  
Fax: 08 9340 5274  
Email: [grants@lotterywest.wa.gov.au](mailto:grants@lotterywest.wa.gov.au)  
Web: [www.lotterywest.wa.gov.au/grants](http://www.lotterywest.wa.gov.au/grants)

Street Address: Lotterywest (Grants and Community Development)  
74 Walters Drive  
Osborne Park WA 6017

Postal Address: Lotterywest (Grants and Community Development)  
P O Box 1113  
Osborne Park WA 6917