Question No: 196(d)

Australia Post

Hansard Ref: Written, 19/02/2016

Topic: Grants

Senator Ludwig, Joe asked:

Since the change of Prime Minister on 14 September, 2015:

1. What guidelines are in place to administer grants?

2. How are grants applied for?

3. Are there any restrictions on who can apply for a grant? If yes, please detail.

   (a) Can these restrictions be waved? If yes, please detail the process for waving them and list any grants where the restrictions were waved.

4. What is the procedure for selecting who will be awarded a grant?

5. Who is involved in this selection process?

6. Does the minister or the minister's office play any role in awarding grants? If yes, please detail.

   (a) Has the minister or the minister's office exercised or attempted to exercise any influence over the awarding of any grants? If yes, please detail.

7. Provide a list of all grants, including ad hoc, one-off discretionary grants awarded to date. Provide the recipients, amount, intended use of the grants, what locations have benefited from the grants and the electorate and state of those locations.

8. Update the status of each grant that was approved prior to the specified period, but did not have financial contracts in place at that time. Provide details of the recipients, the amount, the intended use of the grants, what locations have benefited from the grants and the electorate and state of those grants.

Answer:

1. Australia Post distributes grants under Our Neighbourhood Trust these are administered under a series of governing documents. As a public ancillary fund, the Trust must conform to the Public Ancillary Fund Guidelines 2011 ("the Guidelines"), which includes guidelines on the minimum annual distribution amount. Notably under the Guidelines, no distribution is required during the financial year in which the fund is established (i.e. 2013/14) or during the next four financial years.

   The Trust must also be governed and managed in accordance with the Trust Deed.

Finally, the Trust has developed strategies and policies to advance its mission and objectives – including the Fundraising and Distribution strategy and policy. Within the policy document are parameters and guidelines for the distribution of Trust income to eligible entities for charitable purposes, and appropriate record keeping and reporting measures. The updated strategy document, as approved in December 2014, details the focus and direction of the Trust activities including grant making. Grant making activity is structured so as to align to the strategic objectives and focus areas of the Trust and the strategy sets out key elements such as the approach to grant making, program parameters and timing of activities.

Outside of the specific Our Neighbourhood Trust documents, the Terms and Conditions, and the eligibility criteria and guidelines outlined in the Our Neighbourhood grant Application Kits form the Terms of Agreement for all grants.

2. Grants are applied for by completing and submitting an Our Neighbourhood grant application during a defined period of opening. Applications can be made either online (via the Smarty Grants management tool) or via a paper-based application. Paper-based applications obtained by emailing or calling the Australia Post Our Neighbourhood team who will post the application to a nominated address.

3. Yes. Charities and community organisations are able to apply only if they align with the Key Focus Areas and Primary Audiences, and meet the eligibility criteria as outlined below.

   Key Focus Areas

   i. Digital capability - Projects that build digital skills and capability of individuals, groups in the community or the wider community.
   ii. Employment pathways - Projects that increase employment opportunities for marginalised Australians.
   iii. Community inclusion - Projects that build community spirit, foster inclusion, and support marginalised Australians.
   iv. Disaster readiness - Projects that help communities to be better prepared for natural disaster.
   v. Small Business Innovation - Projects that support the start-up of small business in regional and remote communities through technology.

   Primary Audiences
   (Applicable to Community Inclusion and Employment pathways Key Focus Areas only)

   - Aboriginal and Torres Strait Islander peoples
   - People with a disability
   - The elderly
   - The economically disadvantaged
   - Those from cultural or linguistically diverse backgrounds

- Local communities

Other key selection criteria include:
  - o Smaller, local community organisations and charities
  - o Projects that require collaboration within the community, and with other organisations
  - o Projects that are scalable and can create a long-term impact

Eligibility Criteria

The Our Neighbourhood Trust only makes distributions to Eligible Entities as defined by section 4 of its Trust Deed.

Successful Our Neighbourhood Community Grant recipients must:

1.   Be a legal entity, in Australia with a current ABN;

2.   Be one or more of:
  - a registered charity with the Australian Tax Office (ATO);
  - a not-for-profit community organisation;
  - a deductible gift recipient;
  - a social enterprise; or
  - a small business (less than 15 employees);

3.   Have a project idea that helps build healthier, more vibrant and more inclusive communities; and

4.   Deliver an Australian-based grant-funded project that will support one of our Key Focus Areas and Primary Audiences.

The Our Neighbourhood programs will not fund grants to, or for:

- Membership groups or clubs whereby the project will only benefit its members and not the wider community (ie sports clubs where only players will benefit);
- Organisations without an ABN seeking to apply via an auspice arrangement;
- Projects which have been completed or will be completed before the grant funding date (i.e. before 1 October 2015);
- Projects which will not be completed until after 30 September 2016;
- Projects with a total cost over $50,000 (we are looking to make an impact on the project)
- Ongoing operational costs such as annual rent, power or labour/administration costs not directly associated with the implementation of the funded project;
- General fundraising campaigns, activities and appeals;

- Schools/Universities/TAFE's/Colleges and associated building funds (however, Parents & Citizen Groups and Child Care Centres/ Kindergartens are eligible to apply if the project will benefit the wider community, not just those attending the centre);
- Individuals;
- Government entities;
- Organisations that support, or project ideas whereby the primary purpose is for alcohol, drugs or tobacco use or political, gambling, weaponry or military pursuits;
- Organisations whereby the project idea is for religious pursuits;
- Travel, study or conferences (including feasibility studies);
- Medical research and/or treatment or health organisations;
- Animal welfare;
- Environmental sustainability (this is currently supported within the Australia Post Environmental Sustainability Program);
- Emergency Relief or Disaster Appeals (this is currently supported within the Australia Post Community Relations Major Disaster Response Program);
- Overseas organisations or for project ideas to be implemented outside Australia;
- Commercial and community sponsorships or activity;
- Loans of business finance;
- Budget deficits, bequests or endowments;
- A grant recipient from a previous round for the same project; however new project ideas or extensions to existing projects from previous grant recipients will be considered;
- Organisations where a previous grant has not been satisfactorily acquitted;
- Projects that replicate services or programs that already exist within the community of interest, however, projects that complement or expand the capability of existing programs will be considered;
- Expenses already incurred; or
- Retrospective funding, such as costs already incurred before approval of funding is given.

The above restrictions cannot be waved.

4. The procedure for selecting who will be awarded a grant is as follows:

Step 1. Pre-eligibility assessment:

This stage ensures the applicant meets the eligibility guidelines and criteria outlined in question 3.

Step 2. Internal assessment:

Note: Non DGR1 grants are funded by Australian Postal Corporation and DGR1 grants are funded by the Our Neighbourhood Trust.

This stage involves a minimum of two Australia Post employees reviewing and assessing each grant application based on the projects ability to impact its recipients and the wider community as well as assessing the project need in the community. For Non DGR1 applications, an additional question is asked around the ability of the project to support Australia Post's strategic business objectives.

Step 3. Community Relations assessment:
This stage involves a member of the Community Relations team ensuring the project budget and timeline for the grant project is feasible. At this stage, a recommendation may be made for a potential 'part' fund of the project.

Step 4. Business & Industry View Assessment:
All Non DGR1 shortlisted applications undergo Business View Assessment. This involves an Australia Post representative from each state assessing the shortlisted applications based on the projects ability to support their business and/or geographical areas of focus, and ability of the grant project in helping build the Australia Post brand and reputation. All applications, both DGR1 and Non DGR1 are assessed by external industry experts. Their role is to assess and provide insight in to the shortlisted grants in their relevant Key Focus Area.

Step 5. Australia Post Executive Committee (EC) approval and Our Neighbourhood (ON) Trust Board approval:

- The shortlist for all Non DGR1 grant applications is presented to the EC for approval.

- The shortlist for all DGR1 grant applications is presented to the ON Trust Board for approval.

5. See response to Question 4.

6. No.

7. The grants awarded from 14 September 2015 to 29 January 2016 are detailed in the attached document. For further information on our successful grant recipients, visit **http://ourneighbourhood.com.au/**

8. Nil.

2015 Successful Our Neighbourhood Community, Workforce Nominated
Community Grants and Small Business Grants

Organisation name	State	Electorate	Project Title	Principal Town Name	Principal Town Post Code	Amount Funded
Cabramatta Community Centre - Multicultural Community Care Services	NSW	McMahon	Seniors Not Left Behind - Computers For All!	Fairfield	2165	3,980
Community House Port Lincoln Inc.	SA	Grey	Helping You Help Others.	Port Pirie	5540	10,000
Katanning Community Resource Centre	WA	O'Connor	Canny Clickers Computer Courses - Katanning CRC and Canny Clickers Computer Club will host a serious of computer lessons to build the computer and device skills of the !	Kalgoorlie	6430	4,200
Ngaanyatjara Pitjantjatjara Yankunytjatjara Women's Council	NT	Lingiari	Supporting Tjanpi Desert Weavers to weave a strong future for Indigenous women	Alice Springs	871	10,000
Kingborough Community Enterprise Centre	Tas	Franklin	Huon Valley Digital Business Assist	Rosny Park	7018	7,106
Compass Institute Inc	Qld	Fairfax	Rakes and Panes: The expansion of a social enterprise project for young people with disabilities	Sunshine Plaza	4558	9,850
Inala	NSW	Berowra	Dear Neighbour	Pennant Hills	1715	9,650
King Valley Learning Exchange	Vic	Indi	WhITfield Connections (connecting a rural community through information technology) Social Interaction	Wangaratta	3677	9,640
Elm Grove Sanctuary Trust/Limited	NSW	Eden-Monaro	WALLAGA LAKE STUDY CENTRE - making learning fun, bridging the academic gaps, encouraging new skills with music and art and creating little miracles with BIG outcomes	Queanbeyan	2620	10,000
EACH socual and community health (Golden Wattle)	Vic	Casey	Shake, Rattle and Connect is a project aimed at supporting and empowering older people to become computer savy, by offering free 1-1 and small group sessions through	Chirnside Park	3116	3,766
Manningham Community Health Services Limited	Vic	Menzies	Tools of a different type for Manningham Men's Shed	Doncaster	3108	10,000
Souths Cares	NSW	Sydney	Ngalya Banga (Working Together)	Broadway	2007	9,000
St Vincent de Paul Society Queensland	Qld	Griffith	Vinnies Toowoomba - Enabling the Information Age	Morningside	4170	10,000
The Victorian Public Tenants Association	Vic	Kooyong	Homework Club for disadvantaged children from culturally diverse backgrounds and a Digital Learning Program for Public Housing Tenants	Camberwell	3124	6,120
Police and Citizens Youth Club Launceston Inc	Tas	Bass	Facilities for (Dis)abilities: a wetroom facility to allow expansion of disabilities programs at PCYC Launceston.	Launceston	7251	10,000
Gold Coast Seniors OntheNet Inc.	Qld	Moncrieff	Seniors keeping up with modern technology -- don't let the youngsters beat you!	Gold Coast	9726	8,050 [1]
Murray Mallee Aged Care Group Inc	SA	Barker	Tablets -They're not all hard to swallow	Murray Bridge	5253	8,176
In 2 Life Inc	SA	Hindmarsh	LaunchPad	Glenelg East	5045	8,500
Burwood Community Welfare Services Inc.	NSW	Watson	"Project Bus"	Roselands	2197	8,000
Men's Shed Labrador Inc.	Qld	Fadden	2016 Student Mentoring Program for Socioeconomically Disadvantaged Youth	Biggera Waters	4217	3,648
The Hub at Guyra	NSW	New England	Birth Registration and certificate application day for Indigenous residents in Guyra	Tamworth	2341	2,750
Action on Disability within Ethnic Communities , Inc. (ADEC)	Vic	Batman	"Clicking Together"	Preston	3072	10,000
Rural Alive and Well Inc	Tas	Lyons	Save a Mate Project	Perth	7300	9,500
Yaraka Sport and Progress Association Inc.	Qld	Maranoa	"Outback Oldies and Youngies get connected " This project aims to equip Yaraka State School with internet/telephone and television contents so as the classroom can on	Dalby	4405	3,350
(A.L.I.V.) Australian league of immigration volunteers	NSW	Blaxland	Welcome to Australia - Kids Program: Mentoring and engaging young asylum seekers with the Australian community through social and developmental excursions	Bankstown	1887	7,200
Gympie Special School P&C	Qld	Wide Bay	Access All Areas	Maryborough	4650	3,500
Focal Extended Inc.	Qld	Blair	Focal Community Connections - Lets get skilled, be connected and start the journey	Brassall	4306	9,987
Footscray Community Arts Centre	Vic	Gellibrand	Wominjeka 2016 - Welcome the World	Footscray	3012	10,000
Family Resource and Network Support Inc	NSW	Reid	Digital skills and community engagement for young people with an intellectual disability	Burwood North	2134	10,000
Council on the Ageing (Northern Territory) Inc.	NT	Solomon	Seniors Surf Shack - Computer Training Hub for the Over 50s	Casuarina	811	10,000
Scotts Head Community Group Inc	NSW	Cowper	Scotts Head Intergen Club bringing together the young, elderly and all those in between to LEARN together	Coffs Harbour	2451	4,950
Taste Cultural Food Tours Inc	NSW	Parramatta	Taste Cultural Ambassador Training Program to build skills for local migrant and refugee people to lead Taste cultural food tours	Parramatta	2150	9,475
Victoria State Emergency Service- Sunbury Unit	Vic	McEwen	Sunbury SES- Preventing Disaster through Community Resilience and Education	Craigieburn	3064	5,024
Northern Rivers Social Development Council	NSW	Page	Computer Clubhouse Hard Fun Project - creating an out of school space for vulnerable young people where they can engage in digital media, art, and technology tools to e	Lismore	2481	8,500
Northern Settlement Services Limited	NSW	Newcastle	Service Providers Natural Disaster Preparedness Forum and Workshop	Newcastle	2301	9,500
Emerald & District Social Development Association Inc.	Qld	Flynn	Grandparent Visiting Program / Surrogate grandparent program	Gladstone	4681	5,475
Victoria State Emergency Service Bendigo Unit	Vic	Bendigo	Bendigo SES Community Education Sustainability Project	Bendigo	3551	8,000
Mallee Track Health and Community Service (Sea Lake Neighbourhood House)	Vic	Mallee	From Little Things Big Things Grow	Mildura	3505	4,220
Windarring Central Highlands Association for People with Disabilities	Vic	Bendigo	My Digital Toolbox – tools to be smart, safe and sensible in the online world.	Bendigo	3550	10,000
Australian Foundation for Disability	NSW	Werriwa	AFFORD Green Thumbs Pilot Program, provding upskilling and opportunities for people with disabilities within our community.	Ingleburn	1891	9,800
St Vincent de Paul Society NSW	NSW	North Sydney	Youth Reach - Power To Dream Project	North Sydney	2059	9,450
Cana Communities Inc	NSW	Wentworth	Life Transformation Program	Edgecliff	2027	9,858
Brownlie Community Focus Inc.	WA	Swan	Bentley Friday Feasts: Good Food Grown Local	East Victoria Park	6983	5,500
Mentors for Our Schools	NSW	Shortland	YAKKA DAY Yakka is an Aboriginal word for work. Yakka Day provides young indigenous people a chance to TRY-A-SKILL, an excellent day to get hands on experience by try	Belmont	2281	5,900
Woolgoolga neighbourhood Centre Inc	NSW	Cowper	Building Multicultural Capacity- bilingual computer training	Coffs Harbour	2450	8,500
Project Respect	Vic	Melbourne	Employment Pathways for Women Wishing to Exit the Sex Industry	Fitzroy	3065	10,000
Glen Eira Adult Learning Centre Inc	Vic	Goldstein	"Unpacking the Suitcase" - a Settling in Australia Program for Newly Arrived Migrants	Bentleigh	3204	8,400
Harold Hawthorne Community Centre	WA	Swan	Talking computers training	East Victoria Park	6981	9,820
Cohuna Neighbourhood House Inc.	Vic	Mallee	Educating and Empowering Our Over 55's	Mildura	3502	5,269
Rotary Club of Scottsdale	Tas	Bass	Bridging the Gap	Launceston	7250	10,000
Darwin Community Arts	NT	Solomon	Life in the Cloud	Casuarina	812	10,000
BoysTown	Qld	Brisbane	ConnectED: digital skills for families affected by homelessness.	Brisbane	4000	7,350
Cornerstone Community	Vic	Bendigo	Shared kitchen - Shared Table.	Bendigo	3552	6,080
The Uniting Church in Australia Property Trust (SA)	SA	Adelaide	Preparation for the Disaster of a Zombie Apocalypse	Adelaide	5084	5,500
Victorian YMCA Community Programming	Vic	Bruce	Young Person Employment Program - Empowering Young People for their Future	Waverley Gardens	3170	10,000
Access Community Group	NSW	Cunningham	Next Gen- Digital Business	Wollongong	2520	9,845
Collins Street Baptist Benevolent Society Inc	Vic	Melbourne	Credo Community Transformation Project	Fitzroy	3066	10,000
Global Learning Resource Library Association Inc	Tas	Denison	Hobart Human Library in Brighton – human books share their stories.	Hobart	7002	625
Life Education NT	NT	Solomon	Healthy Harold Cybersurfs Outback NT!	Casuarina	813	10,000
Leichhardt Community Group Incorporated	Qld	Blair	Connecting Community: Linking Leichhardt and One Mile to the Digital Age.	Brassall	4305	5,876
Laverton Leonora Cross Cultural Association Inc.	WA	O'Connor	Deadly Digital Diversions - connecting youth in remote towns & communities to digital technologies	Kalgoorlie	6432	10,000
Greenbushes Community Resource Centre Inc	WA	O'Connor	"The Fresh Start Techno Gang"	Kalgoorlie	6431	1,410
1st Avenue Gallery	NSW	Cowper	Gallery to help local artists achieve commercial success	Sawtell	2452	10,000
Patchwork Jungle	Vic	Mallee	Café and e-commerce expansion plans for family business	Jung	3401	10,000
Kids Camera Action	SA	Boothby	New equipment helps KCA develop film making talent	PANORAMA	5041	9,500
A Human Agency Pty Ltd	NSW	North Sydney	Building virtual HR specialists to improve business productivity	Milsons Point	2061	10,000

Organisation	State	Electorate	Description	Suburb	Postcode	Amount
B.R Cameron & F.L Cameron	Qld	Griffith	New technology helps fitness fashion label realise growth	Bulimba	4034	10,000
Independent Living Centre Tas Inc	Tas	Bass	Digital equipment provides business growth in digital age	Launceston	7250	5,447
Designed for Destiny Inc	NSW	Paterson	Chocolate factory growth helps fund women rehabilitation services	Brookfield	2420	10,000
Henry's Ginger Beer	Tas	Braddon	New equipment supports local ginger beer brewery expansion	Penguin	7316	10,000
Emama Nguda Aboriginal Corporation	WA	Durack	Indigenous tour strengthens tourism while developing local skills	Derby	6728	10,000
Christmas Press	NSW	New England	Injecting digital life into great Australian children's books	Uralla	2358	10,000
Children's Podiatry	Vic	Hotham	Paediatric podiatry service provision for Australian rural community	Cheltenham	3192	10,000
arcadi-a health, safety & communities	SA	Barker	Training in community resilience for rural farmers	Monteith	5254	10,000
Precarious Inc	NSW	Cunningham	New accounting system to transform business performance	Fairy Meadow	2519	2,878
Senses Australia	WA	Swam	Usher Syndrome support group building an inclusive community	Burswood	6100	5,000
Interchange Outer East	VIC	Melbourne	A shed to support fathers with children with a disability	Ferntree Gully	3156	6,000
Giru Progress Association	QLD	Dawson	iPad training to make locals tech savvy	Giru	4809	7,000
Engadine Dragons Junior Rugby League Football Club Inc.	NSW	Cook	Children with a disability given ultimate football experience	Engadine	2233	4,000
St John's Youth Services	SA	Hindmarsh	Community connection fund to transition the homeless	Adelaide	5000	6,000
South Johnstone Youth And Community Association Incorporated	QLD	Kennedy	Computer course to help locals go digital	South Johnstone	4859	6,000
Yarloop Bowling & Recreation Club Inc.	WA	Forrest	Community unity project bringing people together	Yarloop	6218	4,000
Albany Hills Care Limited	QLD	Brisbane	Pen pal program connecting elderly residents with school children	Warner	4500	3,000
Love This City Inc	QLD	McPherson	Trailer and equipment provides backyard TLC for elderly	Burleigh	4220	7,450
Operation Flinders Foundation Inc	SA	Boothby	Training courses to develop skills for mentor leadership	Port Adelaide	5015	5,000
Mallee CFS Group Karoonda Brigade	SA	Barker	Data projector helps train locals about fire fighting	Karoonda	5307	3,300
Charleville & District Community Support Association Incorporated	QLD	Maranoa	Charleville Plus More Interactive Technology Enhancement, Development and Connectivity	Charleville	4470	8,500
Gateway Industries - Employment pathways for people with a disability	VIC	Bruce	Reliable and safe vehicles to ferry Gateway's work crews to sites in order to service their contracts and grow their business.	Dandenong	3175	19,180
HELP Employment & Training – Employment pathways for people with a disability and/or se	QLD	Lilley	Work readiness/preparation course which would run alongside their existing employment for those with complex needs to enter/re-enter the workforce that could be acc	Nundah	4012	454
Marist Youth Care – Employment pathways and social connection for severely disadvantage	NSW	Greenway	Pete's Place work experience program, with a focus on social inclusion of severely isolated and troubled youths.	Blacktown	2148	4,386

[1] Could not complete - returned funds to Australia Post