Totally and Permanently Incapacitated Veterans' Association of New South Wales Limited

GRANT APPLICATION GUIDELINES

About the Totally and Permanently Incapacitated Veterans' Association of New South Wales (TPI NSW)

TPI NSW is a charitable organisation dedicated to supporting veterans who have been rendered totally and permanently incapacitated due to their military service. The association advocates for the welfare, rights, and entitlements of TPI veterans, ensuring that they receive necessary medical, financial, and social support. Through community engagement, the association fosters camaraderie among its members, providing a vital support network for veterans and their families across New South Wales.

The aim of TPI NSW's grant funding is to support wellbeing initiatives for Australian veterans and the Association will consider applications that create benefits for the health and wellbeing of our community.

Grants of up to $10,000 are available.

Eligibility criteria

- Applying organisation should be not-for-profit (NFP)
- Applying organisations should be non-government organisations
- Applying individuals must be sponsored by an appropriate NFP
- Applicants should be located within Australia and deliver all funded activities in Australia
- Applicants must be an Australian-registered organisation or its wholly-owned subsidiary
- Applicants must accept TPI NSW's accountability, evaluation, acquittal and mutual promotion requirements

Funding Exclusions

Initiatives, and budget items that will not be considered for funding:

- Those that have already occurred, costs that have already been incurred, or products that have already been purchased, ordered or delivered.
- Those that do not occur within Australia.
- Those from organisations or individuals that have previously failed to carry out or complete approved initiatives funded by TPI NSW.
- Those that are connected with activities in conflict with TPI NSW's mission and objectives.

Requirements

- Applications must be submitted on the TPI NSW grant application form and must be received by the grant application closing date. Late applications will not be considered.
- Successful applicants must sign TPI NSW's grant agreement.
- Successful applicants will use the whole grant exclusively for the approved initiative.
- Successful applicants must use their best endeavour to complete approved initiatives within the timeframe outlined in the application.
- Successful applicants must advise the TPI Veterans' Association of NSW of any changes that may affect their ability to undertake or complete the approved initiative according to the time timeframe outlined in the application.
- If the successful applicant is unable to undertake the initiative or complete it, or the grant is not fully expended upon completion of the initiative, the organisation must repay the whole or the unexpended part of the grant, as the case may be, to the Association.
- Successful applicants must acknowledge the financial assistance provided by the TPI Veterans' Association of NSW on all promotional material and advertising relating to the initiative including the organisation's web site using the TPI Veterans' Association of NSW logo and the following text: "This Australian Veterans wellbeing initiative is funded by the TPI Veterans' Association of NSW" or "This Australian Veterans wellbeing initiative is partially funded by the TPI Veterans' Association of NSW" as the case may be. Other wording must be approved by the Association. The TPI Veterans' Association of NSW logo will be made available for use to successful applicants.
- Successful applicants must provide a detailed list, and supporting documentation e.g. tax invoices, receipts etc., of all income and expenditure related to the approved initiative, including the organisation's audited accounts and financial reports including the latest statement of financial performance and statement of financial position in the Final Report.

- Successful applicants are required to lodge a Final Report within 60 days of the completion of the proposed initiative. Final Report templates can be downloaded from the Association section of the TPI NSW web site at https://tpinsw.org.au/
- Successful applicants will provide Certificates of Currency of their Public Liability Insurance where appropriate

Selection Criteria

These are the points that will be taken into consideration when applications are being assessed:

- The proposed initiative aligns with the purposes of the TPI Veterans' Association of NSW which is to support Australian veterans wellbeing initiatives that will deliver clear benefits to our community.
- The proposed initiative is demonstrably new, original and/or innovative in its approach, or makes a significant improvement to the wellbeing of the Australian veterans community.
- The proposed initiative demonstrates value for money. The initiative application must include a budget with detailed costings and evidence of the capability to deliver to the proposed timetable and budget.
- The proposed initiative maintains its outcomes or benefits beyond the funding period. This must be demonstrated in the grant application.
- The proposed initiative must be able to evaluate its impact and success. Key performance indicators must be outlined in the grant application.

The Selection Process

- All applications will be reviewed by the Grant Application sub-committee for TPI Veterans' Association of NSW.
- Initially the application will be checked to ensure it meets the eligibility requirements listed above.
- All eligible applications will then be assessed and prioritised against the selection criteria listed above and in relation to each other.
- The decisions of the Grant Application sub-committee are final and no correspondence will be entered into.
- Unsuccessful applicants are welcome to reapply in subsequent rounds.
- All applications will remain confidential.

Key Dates

TPI Veterans' Association of NSW will hold two rounds of grants each year.

	Round One	Round Two
Applications open:		
Applications close:		
Appliants advised of outcomes:		

Contact Information & Applicant Submission

If you have any questions about the grant application process, or to submit your application alond with supporting documentation, please reach out via the details below.

Contact: Jenny-Jane Carpenter, CEO

Telephone: 02 9235 1466

Email: ceo@tpinsw.org.au

Web: www.tpinsw.org.au

Address: GPO Box 4429, Sydney NSW 2001

Totally and Permanently Incapacitated Veterans' Association of New South Wales Limited

GRANT APPLICATION FORM

All sections of this application form must be completed by providing responses for each field.

The Grant Application Form along with any supporting documentation can be mailed or emailed to:

John Szabo, CEO
Totally and Permanently Incapacitated Veterans' Association of New South Wales Limited
GPO Box 4429, Sydney NSW 2001
ceo@tpinsw.org.au

SECTION 1 **Organisation and contact information**	
Organisation name:	Click here to input response
Address:	Click here to input response
ABN / ACN:	Click here to input response
DGR Status:	Click here to input response
Web site:	Click here to input response
Legal structure of the organisation:	Click here to input response
Contact person name:	Click here to input response
Contact person position title:	Click here to input response
Telephone number:	Click here to input response
Mobile phone number:	Click here to input response
Email:	Click here to input response

SECTION 2 Initiative Information	
a) Initiative title	Click here to input response
b) Detailed description of the initiative: Please describe the initiative for which you are seeking funding. Please include information on the current need or gap the initiate aims to address and how it will do this	Click here to input response
c) The goals and objectives of the initiative:	Click here to input response
d) Who are the key people working on the initiative?	Click here to input response
e) Are there similar initiatives currently running? If so, how does this initiative differ?	Click here to input response
f) Is this a new initiative or an extension of an existing program or project?	Click here to input response
g) Is the organisation receiving funding, unrelated to this initiative, from other sources? If so, please provide details	Click here to input response
h) Is the initiative currently being funded by other sources? If so, please provide details	Click here to input response
i) Is funding currently being sought from other sources or will funding be sought from other sources? If so, please provide details	Click here to input response
j) Will there be a fee for the proposed service payable by beneficiaries of the service?	Click here to input response
k) Is there any government initial funding or reimbursement related to this initiative?	Click here to input response
l) What is the proposed timeline? Please include commencement and completion dates as well as key milestone dates	Click here to input response
m) How will the initiative be funded if the TPI Veterans' Association of NSW can only provide partial funding?	Click here to input response
n) If successful, will the initiave continue once support from the TPI Veterans' Association of NSW ceases? Please provide details	Click here to input response
o) Will the expenditure be audited? If so, please outline how?	Click here to input response
p) Will the initiative be promoted? If so, please outline how.	Click here to input response
q) Grant recipients are obligated to acknowledge the TPI Veterans' Association of NSW in their initiative promotion. Please outline how you will do this. See the Requirements section of the Grant Application Guidelines document for details on acknowledging the Association	Click here to input response

r)	Where did you hear about the TPI Veterans' Association of NSW grant programme?	Click here to input response

SECTION 3
Initiative evaluation

a)	What are the expected results of the initiative? How will the initiave benefit the Australian veterans community?	Click here to input response
b)	How will initiative effectiveness be measured? Please include a description of the key performance indicators used for assessing this initiative's success	Click here to input response

SECTION 4
Grant information

Total initiative budget:

Click here to input response

Total funds requested:

☐ $20,000 ☐$15,000 ☐ $10,000 ☐ $5,000 ☐ $2,000 ☐ $1,000

Is recurring funding sought?

Click here to choose an option

If yes, over how many years and how much is required each year?
(Funding is available for a maximum of 3 years at a maximum of $20 000 per year)

Year 1	Year 2	Year 3
Input amount here	Input amount here	Input amount here

Provide a detailed budget showing total costs of the initiative. Please also include costings of the components for which funding is being sought. Additionally, please provide financial reports for your organisation including the latest statement of financial performance and statement of financial position.

Click here to input response

SECTION 5
Referees

Please nominate two referees not involved with the initiative that can vouch for the organisation's ability to successfully manage the proposed initiative. Alternatively, please supply a written reference, testimony, or supporting documentation:

REFEREE 1:	**REFEREE 2:**	
Name: Click here to input response Position title: Click here to input response Company: Click here to input response Address: Click here to input response Telephone number: Click here to input response Mobile number: Click here to input response Email: Click here to input response	Name: Click here to input response Position title: Click here to input response Company: Click here to input response Address: Click here to input response Telephone number: Click here to input response Mobile number: Click here to input response Email: Click here to input response	

SECTION 6
Declaration

By completing the signature box below you are confirming the following

- I confirm that the information outlined in this application form is true and correct
- I confirm that any funds received as a result of this application will be used only for the purposes for which they were approved and that unexpended funds will be refunded to the Association
- I confirm that I have declared all other grants applied for and/or received and will advise of any changes in relation to the funding of the project
- I acknowledge that the TPI Veterans' Association of NSW may request additional information to assess this application further

Name: Click here to input response

Signature:_____ Date: Click here to input date

Position held: Click here to input response