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**BWC Grant Guidelines and Application Form 2022**

**Background**

Brisbane Women’s Club (*BWC*) was founded in 1908 by Margaret Ogg, an extraordinary woman with a passion for improving the lives of Queensland women. BWC has always had a strong social justice purpose, and throughout its history, its activities included holding fundraising events for the establishment of the Women’s College at UQ, supporting the development of community kindergartens, actively campaigning for the pension and supporting single mothers. Today, BWC financially supports a range of organisations, projects and activities aimed at empowering, educating and enabling local women to achieve their potential and greater gender equality.

**BWC’s Vision**

Our vision is to make Brisbane a better place for women to live, work and realise their dreams.

**Mission**

Our mission is to deliver and support a range of events and initiatives that make positive changes for Brisbane women.

**Values**

Our work will be guided and informed by our beliefs and commitments to:

**Unite** – we value bringing together women for the common purpose of making positive changes for women in Brisbane.

**Uplift**– we value improving the quality of women’s lives both personally and professionally.

**Uphold** – we value supporting women to become stronger, more confident, in control and equal individuals.

**BWC Charitable Giving Program**

The BWC Charitable Giving Program comprises a variety of ways that BWC and its members can be involved in championing worthwhile causes that support local women - through activities such as goods drives, distribution of a BWC grant and scholarship, specific fundraising activities and volunteer opportunities.

In the past, BWC has provided grants to a range of organisations and causes in Brisbane and its local surrounds, which closely align with the BWC Vision, Mission and Values.

**BWC Grant 2022**

BWC will provide **one** grant of **up to $10,000** to an organisation that supports Brisbane (including local surrounds) women in one or more of the following areas and makes an impact by:

* improving the lives of local women;
* mentoring and guiding women to achieve equal participation in the social, cultural, economic and political arenas of Australian life; or
* leadership and advocacy programs around issues affecting women.

Applications for projects with the strongest alignment to BWC’s Vision, Mission and Values will be given preference.

**Eligibility Criteria**

1. Applications for the BWC Grant 2022 are open to charitable organisations that are registered with the ACNC and have a valid ABN (however, it is not necessary to be registered for DGR status). The BWC Grant will not be awarded directly to an individual. Applications must be submitted by eligible organisations.
2. The funds received from the BWC Grant must be spent on projects that support women in Brisbane and local surrounds.
3. **The Grant funding must be spent by 31 December 2023.**
4. BWC Grants will not be awarded to, or for:

* political parties;
* government entities;
* commercial sponsorships;
* religious groups (except for projects that support a non-religious purpose);
* retrospective requests;
* debt retirement, budget deficits, endowments or bequest programs;
* general fundraising appeals; or
* organisations that have received a BWC Grant in the last two (2) years.

**Assessment**

All eligible applications will be assessed by the BWC Grants Committee on a merit basis, according to the relevant Guidelines.

BWC reserves the right to offer part funding to successful recipients based on information provided in their application.

**BWC Grant 2022- Application Timeline and Process**

Applications for the BWC Grant 2022 will open: Thursday 1 September 2022.

Applications must be received prior to the closing date/time: **5pm Saturday 1 October 2022.**

All applicants will be notified of the outcome of their submission approximately six (6) weeks after the closing date.

Approved funds will be transferred to the successful applicant shortly thereafter.

After project completion, we request that the successful applicant provide a brief report on completion so that BWC can include their activities in its Annual Report and share with BWC members, who have made this grant possible.

To apply for the BWC Grant 2022, please complete the application form below and send it to [olga@bwc.org.au](mailto:olga@bwc.org.au) by the closing time above.

Enquiries or clarifications are welcome - please also send to [olga@bwc.org.au](mailto:olga@bwc.org.au).

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**BWC Grant Application Form 2022**

**(Please type straight into this form and adhere to word limits)**

If you would prefer this document in Word, please request from [olga@bwc.org.au](mailto:olga@bwc.org.au).

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| **ORGANISATION DETAILS** |
| **Organisation Name:** |
| **Australian Business Number (ABN):** |
| **ACNC Status: Is your organisation registered with ACNC? Yes/No**  Please attach ACNC Certificate to your application |
| **Postal Address:**  **Suburb/Town: State: Postcode:** |
| **Website:** |
| **Head of Organisation (CEO or equivalent)**  **Name:**  **Telephone:**  **Email:** |
| **Contact for Application**  **Name:**  **Title:**  **Telephone:**  **Email:** |

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| **PROJECT DETAILS** |
| **Project Title:** |
| **Project Start Date: Project End Date:** |
| **Amount Requested: Total Project Cost:** |
| **Brief project description: (Provide a short summary of your proposed project, 100 words max.)** |
| **What does your organisation do? Provide a brief overview of the work and programs your organisation delivers (100 words max.)** |
| **DETAILED PROJECT DESCRIPTION:** |
| **Why does this work need to be done? What is the specific issue you seek to address with the grant? How does the project align with the BWC’s Vision/ Mission/Values (at least one) (250 words max.)** |
| **What are the specific activities you would undertake with the grant funds - what, where and when? (200 words max)** |
| **What outcomes are you seeking? How will you measure if these have been achieved? What impact will this project make on lives of women? How many women will your project positively affect? (200 words max.)** |

**PROJECT BUDGET**

You may apply for full funding of a project, part funding of a larger project or extension of ongoing work. Please detail your project budget including any other funding you expect if relevant. The budget must balance (total income = total expenditure).

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| **INCOME** | **$** |
| **Amount requested from Brisbane Women’s Club**  **(up to $10,000)** |  |
| **Other funding sources contributing to this project if applicable**  **Confirmed Funding (list name of donor/s and confirmed amount/s)**  **Unconfirmed Funding (if you have applied for other funding that is unconfirmed, please list organisations applied to and amount)** |  |
| **In-kind contributions (type and estimated value of non-cash contributions e.g. services, equipment, time and materials)** |  |
| **TOTAL INCOME** |  |
| **EXPENDITURE**  **(How will the funds be spent: breakdown of individual line items e.g. salary, equipment, travel, administration etc.)** | **$** |
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| **In-kind contributions (as above)** |  |
| **TOTAL EXPENDITURE** |  |

**Please ensure your total income and total expenditure are equal**

Enquiries can be directed to [olga@bwc.org.au](mailto:olga@bwc.org.au).

Once you have completed your Application, please submit to [olga@bwc.org.au](mailto:olga@bwc.org.au) by 5pm on Saturday 1 October 2022.