

International Day of People with Disability

Social Enterprise Grants Program
Guidelines 2018

Contents

Social Enterprise Grants Program	3
About our Grants	3
Definitions	3
Target communities	3
Grant objectives	3
Sub-objectives	3
Grant amounts	4
Grant Eligibility	4
Who is eligible to apply?	4
Who is not eligible to apply?	4
Grant Categories.....	4
Start-up	5
Expansion	5
How do I apply?	6
Submitting your application.....	6
The Claimable Items	6
What can I claim?	6
Social enterprise start-up and expansion	6
Capital improvement.....	6
Website development	6
IT equipment.....	6
Specialized equipment and software	6
Other.....	6
Training expenses	7
What is not included?	7
The Assessment Process	7
What is the assessment process?	7
Terms and Conditions.....	8
If successful, when will I receive payment?	8
Ethical Considerations	8
For more information, contact IDPWD	8
Online	8

Social Enterprise Grants Program

About our Grants

These guidelines relate to the International Day of People with Disability (IDPWD) Social Enterprise Grants program. IDPWD's Social Enterprise Grants exist to support the creation and viability of Social Enterprises which directly benefit people living with disabilities, particularly through expanding opportunities for economic empowerment and employment.

Applicants are advised to carefully review the guidelines provided here and, if necessary, contact IDPWD through its website www.idpwd.org.

No geographic limitations exist, nor do geographic funding preferences exist. However, IDPWD reserves the right to limit funding to a geographic region which aligns with funding received by IDPWD. For the alleviation of doubt, IDPWD commits to ensuring that its procurement of funding is geographically aligned with its funding of grants.

Definitions

For the purpose of these grants the following definitions are used.

A social enterprise is defined as an organisation that combines trade with a social purpose, where that social purpose is a defining part of the business. Applicants may include:

- social enterprises
- charities
- not-for profit, and
- other philanthropic organisations.

Applications will be accepted from both not-for-profit and for profit businesses.

Target communities

At the forefront of their activities these organisations will have the social purpose of employing or providing self-employment opportunities for people living with a disability or mental illness.

Grant objectives

- Encourage the establishment and/ or expansion of sustainable social enterprises that directly enhances the civic and/ or economic empowerment of people living with a disability, and which create significant self-employment opportunities;
- Support communities to benefit from the services provided by the social enterprise as a genuine operating concern;
- Support social enterprises that demonstrate a point-of-difference, solid market potential and a sound business model, including long-term financial viability;
- Applications will be accepted from both not-for-profit and for profit businesses.

Sub-objectives

- Support innovative and emerging sectors;
- Support the development of a vibrant social enterprise sector.

Grant amounts

Social enterprise grants are up to \$50,000. These grants may include a combination of financial support and business mentoring as well as providing funding for training.

IDPWD reserves the right to make grants of smaller amounts or fund business mentoring only.

The grants do not provide recurrent or ongoing funding and are not intended to subsidise uneconomic enterprises.

Grant Eligibility

Who is eligible to apply?

An applicant must:

- have a registered business under a relevant national body, or an intent to register;
- have, or intend to register, an appropriate legal structure based on the applicable laws of the jurisdiction within which the enterprise will operate;
- be a business cooperative, partnership, charity, social enterprise, incorporated association or philanthropic organisation
- pursue a social purpose that directly meets one or more of the Grant Objectives;
- be able to demonstrate benefits to wider communities, beyond the support of the individual organisation.

Applications will be accepted from not-for-profit organisations and for-profit businesses. However, at the forefront of their activities will be the social purpose of providing relevant employment or self-employment opportunities in a sustainable and supportive manner.

Who is not eligible to apply?

- government departments or agencies
- unincorporated associations
- subsidiaries of larger companies
- franchises or branches of foreign companies
- intermediaries or consultants applying on behalf of others.

Grant Categories

Grants of up to \$50,000 are available. Two categories within the social enterprise grants are offered:

- social enterprise start-up, and

- social enterprise expansion

Start-up

Start-up grants are designed to assist social enterprises in accelerating the establishment of their business.

In addition to the grant eligibility criteria, applicants for start-up grants must:

- be able to demonstrate why and how their business concept will be successful, including showing a strong point-of-difference;
- be able to demonstrate long-term financial viability as evidenced by a basic business plan including basic projected financial statements for the first two years of operation;
- be able to commence the business activity within three (3) months following approval of the grant;
- be able to clearly state the enterprise's particular social purpose;
- demonstrate how the enterprise will achieve the stated social purpose and be able to report on progress towards that social purpose;
- explain how the new enterprise will support people in employment or self-employment who have a disability;
- outline the ongoing and long-term practicality of achieving the stated social purpose, for example: how long does the applicant plan to operate the business?
- does the applicant intend for employees to transition to other forms of employment and, if so, how and when?

A social enterprise may receive only one start-up grant.

Expansion

Expansion grants are designed to assist with the growth of existing social enterprises.

Expansion is defined as an existing social enterprise that plans to introduce a new or additional activity, product or service.

In addition to the grant application criteria listed above, applicants for social enterprise expansion grants must:

- be able to demonstrate why and how the business expansion will be successful, including showing a strong point-of-difference;
- have a level of business success, supported by financial documentation;
- be able to undertake the planned expansion within three (3) months following approval of the grant;
- be able to clearly state the enterprise's particular social purpose to date and demonstrate a level of success in pursuing that purpose;
- demonstrate how the expansion will achieve the stated social purpose and be able to report on progress towards that social purpose;
- explain how the new enterprise will support people in employment or self-employment who have a disability;

- demonstrate the ongoing and long-term practicality of achieving the stated social purpose, for example:
 - how long does the applicant plan to operate the business?
 - does the applicant intend for employees to transition to other forms of employment and, if so, how and when?

A social enterprise may receive only one expansion grant.

Applicants will be expected to have other sources of funding, in addition to the social enterprise grants.

How do I apply?

Simply complete a Short-Form Business Case, including providing relevant supporting documentation.

Submitting your application

Submit your application via email to info@idpwd.org.

You will not be able to access or submit your application online after this date.

Claimable Items

What can I claim?

The individual types of items which can be claimed under each grant category are outlined below. Grants will only be approved for expenditure items which have yet to be incurred.

Social enterprise start-up and expansion

The start-up and expansion grants support the following categories of expenditure directly related to establishing a social enterprise or as part of a social enterprise expansion process:

Capital improvement

- the costs associated with the fit-out of business premises.

Website development

- the costs associated with the development or enhancement of a business website.

IT equipment

- the costs associated with purchasing IT equipment for the operation of the new business or as part of the business expansion activity.

Specialized equipment and software

- the costs associated with purchasing specialized equipment and software that is directly related to the operation of the new business or as part of the business expansion activity.

Other

- general operational expenses, including rent, utilities, wages, marketing or sales development;
- expenditure items which are not listed above but can be demonstrated as significantly crucial for the start-up or expansion of a specialized business.

Training expenses

IDPWD may make a pre-agreed contribution towards training expenses including as follows:

Start-up

Training costs associated with establishing the enterprise such as courses and programs in:

- establishing a small business
- bookkeeping
- business and financial planning, sales, marketing, planning and implementation
- managing cash flow.

Expansion

Training costs associated with expanding the enterprise such as courses and programs in:

- managing cash flow
- business and financial planning, sales, marketing planning and implementation.

What is not included?

General personal expenses are not included.

The Assessment Process

What is the assessment process?

Each application will be assessed against the social enterprise grant program objectives and assessment criteria.

A report assessing the enterprise's viability will be prepared for consideration by a review panel. The three-person review panel will comprise an experienced business operator, an experienced community development worker and a person with expertise relevant to social enterprise.

The review panel will consider conforming applications on a competitive and merit basis, and will make recommendations for approval. In addition, a report assessing the social enterprise's role and capacity to support relevant persons in sustainable employment will be prepared by IDPWD. These recommendations will be combined and then considered by IDPWD to determine final grant funding.

Applicants will be notified of the assessment outcome within three months following submission.

All decisions are final. There will no review or appeal process. However, unsuccessful applicants are eligible to re-apply.

Terms and Conditions

Grant recipients will be required to enter into a 12-month agreement with IDPWD and meet agreed performance measures in relation to the anticipated financial, business and social outcomes as identified in the application. Grant recipients are also required to have the appropriate business and other insurances.

Grant recipients will be required to use business mentoring services from a consultancy agreed by IDPWD to assist in ensuring the business and financial success of the enterprise. The business mentoring will be provided in addition to any other pre-agreed training and IDPWD will reimburse the full cost of the service.

Grant recipients will be required to liaise with IDPWD representatives at regular intervals during the 12 month agreement to discuss progress towards business, financial and social outcomes. Grant recipients will be required to acknowledge IDPWD's support at their business premises, on any promotional collateral, and may be asked to participate in promotional activities as requested by IDPWD.

If successful, when will I receive payment?

Successful applicants will receive an initial payment per the applicant's submitted budget after both parties have signed the agreement. The balance of the grant will be paid in accordance with the submitted budget and upon completion of pre-agreed milestone, performance measures and upon sighting of relevant invoices and receipts for all approved expenditure items.

Ethical Considerations

IDPWD will not support applications from organisations which:

1. pollute land, air or water;
2. destroy or waste non-recurring resources;
3. extract, create, produce, manufacture or market materials, products, goods or services which have a harmful effect on humans, non-human animals or the environment;
4. market, promote or advertise products in a misleading, deceitful or exploitative manner;
5. create markets by the promotion or advertising of unwanted products or services;
6. acquire land or commodities primarily for the purpose of speculative gain;
7. create, encourage or perpetuate militarism or engage in the manufacture of armaments;
8. entice people into financial over-commitment;
9. exploit people through the payment of low wages or the provision of poor working conditions;
10. discriminate by way of race, religion or sex in employment, marketing or advertising practices;
11. contribute to the inhibition of human rights generally.

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