



Which grants program should I apply for?

ConnectGroups offers three small grants programs; *Pay it Forward*, *Dream it Forward* and *Give it Forward*. *Give it Forward* (GIF) is designed to support **capacity building and sustainability** in the Support Group sector, whilst the *Pay it Forward* and *Dream it Forward* programs support achieving **positive mental health outcomes** while promoting a Group's sustainability. If you're not sure which grants program to apply for, give us a call to discuss your ideas.

Who can apply?

Current members of ConnectGroups are eligible to apply. Membership is free and can be applied for online, although usually we ask that you hold membership for six months before applying for one of our grants programs. This waiting period may be waived in some circumstances.

How much can I ask for?

There is no minimum amount you can apply for. The maximum amount you can apply for in any one round is \$10,000. Ask for the right amount that you need for your Group's purpose.

Do I need to be incorporated to apply?

No, you do not need to be incorporated to qualify for any of our grants programs.

Does my organisation need a bank account?

No. ConnectGroups makes all payments directly to vendors, eliminating the need for you to handle any funds or have a designated bank account.

Can I ask for reimbursement for something we have already purchased?

No. We can't provide grants to cover items or expenses incurred prior to grant approval or that you or your organisation has already paid for. ConnectGroups must directly pay for all items under a grant.

How much of my request will be supported?

We do not have set amounts; we may support the full amount of an application or partially fund it. Many applications will include financial or in kind support from their own or a complementary funder. We can offer ideas to help you to combine our grant with other sources of support.

How do I apply?

Fill out an application form and email it to us. The form is available to download on the Give it Forward page on our website. Alternatively you can call us and we will send you a copy of the application form.

Can I apply online?

ConnectGroups is in the process of developing an online grants form, however this is not yet available.

Can I submit a joint application with another organisation?

Yes, ConnectGroups strongly encourages collaboration, however one organisation needs to be identified as the focal point for communication and reporting

Can you help me to prepare our grant application?

Yes, ConnectGroups can assist you with your ideas, developing up your proposal, sourcing suitable suppliers and finalising your budget. Call us to discuss your idea or project and any questions you have about applying.

Do you have preferred suppliers?

ConnectGroups can help connect you with suitable suppliers to obtain quotes for your *Give it Forward* application, however in general we do not have preferred providers and you are welcome to get quotes from suppliers of your choice. They must have an ABN and be able to provide invoices to us to enable payments. Some exceptions apply so do contact us with any queries. We prefer WA providers to keep our resources in Western Australia, however this is not a requirement.

How likely is my application be successful?

ConnectGroups runs three grants programs with multiple rounds per year. Our aim is to support as many of our members as possible through our grassroots grants programs. We strongly encourage you to chat to us about your organisation and ideas to get advice and ensure your best chance of success. We run several rounds per year so if you were not successful in any round, you are welcome to apply again in the next round.

I put in an application, what happens next?

Applications are processed and presented to an assessment panel within four (4) weeks of the closing date for that round. We will notify you of the outcome within one (1) week of the assessment panel.

How long does it take?

Generally, your application will be processed and assessed within four (4) weeks of the closing date for that round. We will notify you of the outcome within one (1) week of the assessment panel date.

I was successful in my application, what happens now?

Congratulations! We will send you agreements outlining the terms and conditions and financial management policy for signing and once this is completed you can commence your planning and activities for your GIF project. You will have up to a year to complete your project. We will stay connected with you throughout the process to assist where required and gather information about how it is going.

What reporting is required?

We will ask you to complete an interim and a final report. These are designed to be as simple and brief as possible and do not include any financial acquittal. The aim is to see how the grant has benefitted your Group and/or the community. In addition we collect data from you about your project on three occasions during the year of your project. Again this is designed to be brief and simple.

How are payments made?

ConnectGroups makes all payments directly to vendors, generally within seven (7) days of receiving an invoice.

Do I need to acknowledge ConnectGroups?

ConnectGroups greatly appreciates acknowledgement of our grants. We do ask that you add our logo (supplied with your grant documentation) to any printed materials you have obtained through your GIF grant. Mentioning us in your social media posts is also encouraged. This allows us to also benefit your organisation and their activities when we repost or link to your post/tweet.

Can I have more than one grant?

There is no limit to the number of grants you can apply for and get from ConnectGroups, however you can only hold one grant at a time. We ask that you complete your current grant and reports before applying for the next one. The exception to this is our Certificate IV program(s) which you can apply for and complete whilst holding another grant.

Can I get feedback if my application is not successful?

ConnectGroups in general does not provide specific feedback due to the variable nature of each grant round. We run several rounds per year so if you were not successful in any round, you are welcome to apply again in the next round. We strongly encourage you to chat to us about your organisation and ideas to get advice and ensure your best chance of success for the next round.

What other grants do you offer?

ConnectGroups offers the *Pay it Forward*, *Dream it Forward* and *Give it Forward* small grants programs. Additionally we offer Capacity Building and Leadership Development opportunities through our Certificate IV in Community Services each calendar year. Check out our projects page on the website to see which rounds are currently open. Alternatively you can call us at any time to chat about our grants programs.

What is your Certificate IV program?

We currently offer an annual scholarship program to our eligible members for a Certificate IV in Mental Health, and a funded Capacity Building and Leadership Development program to our members for a Certificate IV in Community Services. These run one day per month during the calendar year at ConnectGroups offices. Please call us to chat about our current and upcoming scholarships and opportunities.