



The Beautiful Bunch employee, Hamdia with CEO, Jane Marx, 2022 Westpac Foundation Inclusive Employment Grant recipient.

# Inclusive Employment Grant (IEG)

Guidelines

 Foundation

# Inclusive Employment Grant (IEG)

## Guidelines

### Table of Contents:

|   |   |
|---|---|
| 1. Westpac Foundation Background and who we support | 3 |
| 2. Overview of Inclusive Employment Grant           | 4 |
| 3. Key Dates  | 4 |
| 4. Priorities and focus areas                       | 4 |
| 5. Eligibility                                      | 5 |
| 6. Selection Criteria                               | 6 |

### Appendix

|                          |    |
|--------------------------|----|
| A. Application Questions | 7  |
| B. Glossary              | 10 |
| C. FAQs                  | 11 |

Westpac Foundation is administered by Westpac Community Limited (ABN 34 086 862 795) as a trustee for Westpac Community Trust (ABN 53 265 036 982). The Westpac Community Trust is a Public Ancillary Fund, endorsed by the ATO as a Deductible Gift Recipient. None of Westpac Foundation, Westpac Community Trust Limited nor the Westpac Community Trust are part of Westpac Group. Westpac provides administrative support, skilled volunteering, donations and funding for operational costs of Westpac Foundation.

## 1. Background on Westpac Foundation

Westpac Foundation<sup>1</sup> has been investing in change that matters and helping people and local communities in need for over 140 years.

We provide funding and capacity building programs to community organisations and social enterprises that create jobs and employment opportunities for those facing complex barriers to work in communities across Australia.

At Westpac Foundation, our mission is to support our social enterprise and community partners to create 10,000 jobs in the 15 years to 2030.

### Why jobs?

A job is about more than just the money, it's a sense of purpose, a social network, it empowers people, increases independence, supports health and wellbeing and builds resilient communities<sup>2</sup>. Yet many people across the nation face complex barriers to employment in the mainstream job market where their skills and talent can be overlooked.

For example:

- The employment rate of Aboriginal and Torres Strait Islander people continues to significantly lag that of non-Indigenous people, and the gap has not closed notably over the past 30 years<sup>3</sup>
- The employment rate for people with disability has been consistently lower than for those with no reported disability and has shown no improvement over 20 years<sup>4</sup>
- Young people aged 15 to 24 years face an unemployment rate twice the unemployment rate for all Australians<sup>5</sup>

Westpac Foundation's vision is aligned to the guiding vision of the recent Workforce Australia Inquiry where all Australians have the right to decent employment and to participate in economic and social life regardless of who they are or where they live<sup>6</sup>.

### Who we support?

Some of the most effective strategies for fostering local job opportunities are driven from the ground up. We back “place based” solutions led by social enterprises and job-focused community organisations that work holistically to overcome complex barriers to employment and form local networks and cross-sector collaborations to help maximise their impact.

There is significant potential for social enterprises and job-focused community organisations to help create a bridge for those who want to work (or work more) with opportunities in jobs-rich growth sectors such as the technology, care and green economy<sup>7</sup>. Our grants seek to boost the business engines of these enterprises and grow their capacity and impact to collectively create a more inclusive economy.

Westpac Foundation prioritises organisations that are creating Award Wage Jobs and/or Training Opportunities for people facing complex barriers to mainstream work or Self-Employment that benefit one or more of our listed priority groups. Please refer to the eligibility and guidelines for the complete list.

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2. Social Enterprise: A people-centred approach to employment services, August 2019. Available at: [https://www.westpac.com.au/content/dam/public/wbc/documents/pdf/aw/westpac-foundation/WestpacFoundation\\_CSI\\_report\\_Aug2019.pdf](https://www.westpac.com.au/content/dam/public/wbc/documents/pdf/aw/westpac-foundation/WestpacFoundation_CSI_report_Aug2019.pdf)

3. Working Future: The Australian Government's White Paper on Jobs and Opportunities, September 2023. Available at: <https://treasury.gov.au/employment-whitepaper/final-report>

4. Ibid.

5. Ibid.

6. Rebuilding Employment Services: Final Report on Workforce Australia Employment Services, November 2023. Available at: [https://parlinfo.aph.gov.au/parlInfo/download/committees/reportrep/RB000017/toc\\_pdf/RebuildingEmploymentServices.pdf](https://parlinfo.aph.gov.au/parlInfo/download/committees/reportrep/RB000017/toc_pdf/RebuildingEmploymentServices.pdf)

7. Projections produced by Victoria University for Jobs and Skills Australia show that digital and technology jobs will grow by 21 per cent by 2033, while the care and support economy is expected to grow by 22 per cent by 2033. Projections produced by Deloitte for Jobs and Skills Australia show that the occupations key to the clean energy workforce will need to increase by around 30 per cent by 2033 to deliver the net zero transformation (Workforce Australia Report 2023).

## 2. Overview of Inclusive Employment Grant

The Inclusive Employment Grant (IEG) is a two-year grant of \$50,000 to support community organisations and social enterprises that:

- create meaningful Award Wage Jobs and/or Training Opportunities for individuals and communities facing complex barriers to mainstream work or Self-Employment for people in our priority groups

### AND

- are currently earning revenue through trading of goods and services and want to strengthen their business model and build greater financial resilience and sustainability in delivering their social mission

Grant partners will also receive non-financial support including:

- being matched with a Westpac Community Ambassador to help access a broad range of networking, leadership, business strategy, governance and financial capability programs
- opportunities to build their capacity to measure and report on a range of key employment, capability and financial sustainability outcomes as part of an impact study on the IEG program

## 3. Key Dates

**10 April 2024** applications open

**18 April 2024** Information Webinar for applicants

**20 May 2024** applications close

**June - August 2024** application assessment

**September 2024** successful applicants will be notified and funding provided

## 4. Priorities and Focus Areas for the Inclusive Employment Grant

Westpac Foundation prioritises organisations that create Award Wage Jobs and/or Training Opportunities for people facing complex barriers to mainstream work or Self-Employment, that benefit one or more of the following listed priority groups:

- Aboriginal and Torres Strait Islander backgrounds
- Culturally and linguistically diverse backgrounds including refugee and asylum seekers
- Women experiencing disadvantage
- Young people (greater than 15 years of age)
- People that are homeless or at risk of homelessness
- People who have experienced family and/or domestic violence
- People living with a disability (including carers)
- People living with a mental health issue (including carers)
- People who have been incarcerated or have had contact with the criminal justice system
- Long term unemployed and experiencing socioeconomic disadvantage
- Living in rural and remote areas

We also prioritise those social enterprises and job-focused community organisations that are building skills and career pathways in jobs-rich growth sectors such as the technology care, and green economy.

## 5. Eligibility criteria for the Inclusive Employment Grant

Before applying, please use the following eligibility criteria to help you determine how suitable the IEG is for your organisation.

Note: To be eligible for consideration for the IEG, your organisation must satisfy all the following criteria. These requirements continue throughout the duration of the grant's two-year term and are a pre-requisite for any grant payment.

### a) Deductible Gift Recipient Status

Is your organisation currently endorsed as a Deductible Gift Recipient (DGR-1 status) and registered with Australian Charities and Not-for-Profits Commission (ACNC) or Office of the Registrar of Indigenous Corporations (ORIC)<sup>8</sup>?

Note: Organisations that have an existing auspicing arrangement in place may be eligible on a case-by-case basis. Please contact Westpac Foundation prior to starting an application.

### b) Mission and Priority Groups

Does your organisation exist to create meaningful Award Wage Jobs and/or Training Opportunities for people facing complex barriers to mainstream work or Self-Employment, that benefit one or more of our listed priority groups on page 4?

Note: We also prioritise those social enterprises and job-focused community organisations that are building skills and career pathways in jobs-rich growth sectors such as in the care, technology and green economies.

If your target group is children 0-15 years, please refer to St.George Foundation, Bank of Melbourne Foundation and/or BankSA Foundation.

### c) Annual Revenue

Your organisation (that is applying for the IEG and not the parent entity or any other related entity) has (in the previous financial year):

- annual gross revenue of more than \$100,000 and less than \$5 million (as submitted to the ACNC or ORIC).

#### AND

- a minimum trading revenue of \$50,000 as submitted to the ACNC or ORIC (trading revenue is defined as income from trading of goods and services).

Note: If the trading enterprise is part of a larger non-profit parent or other related entity these revenue eligibility limits apply to the trading enterprise only, not the parent entity or any other related entity. If this is the case (and, separate financials are not submitted to the ACNC or ORIC for the trading enterprise) you will be required to contact Westpac Foundation via email before submitting an application to check your eligibility. If you meet the eligibility requirements, you will then need to provide a summary (in PDF format) of the separate financial profit and loss statements for both the parent entity or any other related entity and the trading enterprise.

### d) Stage of Enterprise

Is your organisation applying for the IEG to support an existing (not start-up) organisation or enterprise to increase its trading income from goods and services to achieve greater financial resilience and sustainability to deliver its social mission? Please refer to the FAQ page 13 for the "Social Enterprise Stages Matrix" for further information as some stages are out of scope for this grant.

## **e) Exclusions**

Your organisation is not requesting grant funding for any of the following excluded items:

- Rescue services
- Animal Welfare
- Medical research
- Programs promoting religion
- Charity works outside of Australia
- Sponsorship or fundraising activities
- Contributions towards capital projects, major equipment and refurbishments that are reliant on other funding and approvals yet to be obtained in order to be completed

## **6. Selection Criteria for the Inclusive Employment Grant**

Applicants should demonstrate and include examples in their application of how they meet the following selection criteria.

### **a) Demonstrating social impact in creating meaningful jobs and/or Training Opportunities for Australians facing complex barriers to mainstream work or Self-Employment:**

- ✓ An inspiring vision and mission that aligns with creating a more inclusive community where everyone is socially and economically included
- ✓ Evidence of a well-developed approach to creating Award Wage Jobs (or Self-Employment) and/or Training Opportunities, including the social and personal support (wrap around) services you provide, for individuals and communities facing complex barriers to mainstream work and economic inclusion
- ✓ A focus on supporting people to transition to mainstream employment or Self-Employment including in growth sectors such as the technology, care or green economy

### **b) The organisation generates income from trading goods and services and is seeking to increase its trading income to achieve greater financial resilience and sustainability to deliver its social mission:**

- ✓ A clear and realistic strategy to grow trading income based on new or developing market opportunities
- ✓ Clear articulation of the need and expected use of the IEG to help the organisation increase its trading income to achieve greater financial resilience and sustainability to deliver its social mission
- ✓ Demonstrated understanding of capability gaps, key risks and needs of your organisation to achieve its financial and social impact goals over the next two years

### **c) A collaborative and Place Based approach to employment creation and economic inclusion:**

- ✓ A “people centered” approach to employment creation and economic inclusion that is informed by those with “lived experience” of the complex needs of the individuals and communities you support
- ✓ Engaged and supported by the local community with strong local partnerships and networks with a focus on contributing to lasting change in your impact area



## Appendix A: Application Questions

Please review the application questions in conjunction with the IEG Guidelines and FAQs.

### 1. Provide your organisation's details including:

- ✓ Organisation name
- ✓ Organisation ABN
- ✓ If relevant, names of Parent Entity or any other related Entity
- ✓ Website address
- ✓ Address of principal place of business
- ✓ Date organisation was established
- ✓ How many years has the organisation been trading goods and services?
- ✓ Primary contact person for application:
  - First name and last name
  - Position
  - Email address
  - Phone number
- ✓ Secondary contact for application:
  - First name and last name
  - Position
  - Email
  - Phone

Is your organisation currently endorsed as a Deductible Gift Recipient (DGR-1 status) and registered with the Australian Charities and Not-for-Profits Commission (ACNC) or Office of the Registrar of Indigenous Corporations (ORIC)?

Note: Organisations that have an existing auspicing arrangement in place may be eligible on a case-by-case basis. Please contact Westpac Foundation prior to starting an application.

- ✓ Do you have Social Traders certification? (Yes or no)
- ✓ Do you have Supply nation certification? (Yes or no)
- ✓ Bank account details
  - Bank Account Name
  - BSB & Account Number

Note: Collecting bank account details up front allows us to expedite payments to successful applicants. Account details for unsuccessful applicants will be permanently removed from our system once assessment process completed.

### 2. Please select your organisation's primary priority group:

- Aboriginal and Torres Strait Islander backgrounds
- Culturally and linguistically diverse backgrounds including refugee and asylum seekers
- Women experiencing disadvantage
- Young people (greater than 15 years of age)
- People that are homeless or at risk of homelessness
- People who have experienced family and/or domestic violence
- People living with a disability (including carers)
- People living with a mental health issue (including carers)
- People who have been incarcerated or have had contact with the criminal justice system
- Long term unemployed and experiencing socioeconomic disadvantage
- Living in rural and remote areas

**3. In which State or Territory are your programs or services primarily delivered?**

**4. Please enter the postcode for where your organisation will provide the programs or services to your primary target groups.**

**5. What industry sector does your organisation most closely align:**

- Hospitality or food services
- Delivery or transportation or logistics
- Cleaning
- Landscape or maintenance or building
- Caring
- IT
- Green or environmental or recycling
- Other

**Selection Criteria 1 - Demonstrating social impact in creating meaningful Award Wage Jobs and/or Training Opportunities for Australians facing complex barriers to mainstream work or Self-Employment**

1. Provide an overview of your organisation's goals and impact achieved to date in creating meaningful Award Wage Jobs and/or Training Opportunities for Australians facing complex barriers to mainstream work (200 word limit).
2. Describe the key aspects of your approach to supporting people in the priority groups including the social and personal support (wrap around) services you provide and how you help them to Transition to mainstream employment or Self-Employment (150 word limit).
3. Estimate the number of new employment opportunities you expect to create for people in the priority groups over the next two years if you were successful in obtaining the IEG. Not all of the following may be applicable to your enterprise. Refer to Guidelines page 10 for definitions. Please note, these figures will be used to track employment outcomes over the life of the IEG.
  - New Award Wage Jobs
  - New Paid Self-Employment opportunities
  - New Training Opportunities (please specify if paid or unpaid work experience)
  - New people supported to transition to mainstream employment
4. Provide a brief summary of how the skills and experience your organisation is providing to your priority group will help them secure meaningful and sustainable employment in areas of local or industry need, including jobs-rich growth sectors such as the care, technology and green economy if applicable (150 word limit).



**Selection Criteria 2 - The organisation generates income from trading goods and services and is seeking to increase its trading income to achieve greater financial resilience and sustainability to deliver its social mission.**

1. Provide a brief summary of:

- a) how the organisation or social enterprise earns income from the trading of goods and services (word limit 150)
- b) your organisation's business model (word limit 250)
- c) business plans and top key market opportunities to increase trading income over the next two years (word limit 350)

2. Please provide the following financial information:

- a) your organisation's (not parent entity or any other related entity) annual gross revenue and trading income from the sale of goods and services. Please use the figures in your financial statements lodged with the ACNC or other relevant regulatory body for the last financial year\*.

\* If the trading enterprise is part of a larger non-profit parent or other related entity these revenue eligibility limits apply to the trading enterprise that is applying for this grant only, not the parent entity or not any other related entity. If this is the case (and separate financials are not submitted to the ACNC/ORIC for the trading enterprise) you will be required to contact Westpac Foundation via email before submitting an application to check your eligibility. If you meet the eligibility requirements, you will then need to provide a summary (in PDF format) of the separate financial profit and loss statements for the parent entity or any other related entity and the trading enterprise where applicable.

- b) your organisation's (not parent entity or any other related entity) projected annual gross revenue and trading income from the sale of goods and services, in FY26 if you were successful with the two-year grant. Note: that the projections in income should be proportionate to the amount of grant that is being provided to support this growth and conservative and realistic estimates are preferred.

A. Last Financial Year Ending 30/06/2023

Gross Annual Revenue, AUS\$ | Trading Revenue, AUS\$

B. Projected Financial Year Ending 30/06/2026

Gross Annual Revenue, AUS\$ | Trading Revenue, AUS\$

Note: Whole dollar amounts only. Do not use cents, commas or decimal points.

3. Please add any explanatory comments here if required or note if your end of financial year is not 30 June (50 word limit).

4. Please specify how you would use this grant to support and strengthen your organisation to increase its trading income to achieve greater financial resilience and sustainability to deliver your social mission. See page 13 in the Guidelines for further information on what is within the scope of the IEG (200 word limit).

5. Based on the Social Enterprise Stages Matrix (refer to page 13 in the Guidelines and note that some stages are out of scope for this grant), how would you describe your organisation?

Note: If your enterprise is part of a larger parent non-profit or any other related entity please just focus on the stage of the trading enterprise not the parent entity or any other entity:

- a) your current stage (50 words)
- b) your key risks (100 words)
- c) the core capability areas you need to invest in to achieve your goals in the next two years (150 words)

6. Select which of these capability areas would be of greatest interest for you to receive additional support or training via Westpac Foundation's non-financial support program?

- |                               |                              |  |
|-------------------------------|------------------------------|--|
| • Financial & Risk Management | • Understanding Impact Costs | • Legal & governance                   |
| • Impact Investment Readiness | • Business Strategy          | • Procurement                          |
| • Diversifying Revenue        | • Marketing & Communications | • Other (open text with 50 word limit) |
| • Impact Measurement          | • Leadership & Coaching      |  |

### **Selection Criteria 3 - A collaborative & placed-based approach to employment creation.**

1. Please describe how your organisation is community-led, “people-centred” and engages those with a lived experience of the issue you are seeking to solve in the community (150 word limit).
2. For organisations that prioritise and support people from Aboriginal and Torres Strait Islander backgrounds, is your organisation majority Indigenous owned or governed? (Yes, no or N/A)
3. Demonstrate how you collaborate with other organisations and networks to achieve your goals and contribute to lasting change in your impact area (200 word limit).

## **Appendix B Glossary**

**New jobs in priority groups:** New individuals only (this is not cumulative and does not include people currently supported by your organisation) from our listed priority groups. Please do not include other people in your social enterprise that are not from our priority groups.

Note: individuals can be counted multiple times as having an Award Wage Job or Training Opportunity and/or a Transition.

**Award Wage Job:** Refers to the people from the priority group paid at or above the Award Wage as defined by the Fair Work Commission, it does not include the “supported employment services award”. However, we acknowledge that jobs created through Self-Employment may not be at the minimum Award Wage.

We ask you to estimate the number of people from the enterprise's priority group that are employed on either a full time, part time or casual or contract basis. Please count individual people and do not cumulate into a Full Time Equivalent (FTE) number of jobs.

**Training Opportunities:** Refers to people from the priority group involved in unpaid work experience or a training program or qualification delivered by the organisation or enterprise.

**Self Employment:** Refers to people from the priority group that you are supporting to work for themselves and earn an income from their own small micro business or enterprise rather a company or business owed by a charity or someone else.

**Transition:** Refers to people from the priority group who have “transitioned” to a job at another employer (or are “self-employed”) because of your support.

**Impact Costs:** These are costs incurred by Work Integration Social Enterprises (WISE) as a result of prioritising the creation of meaningful employment opportunities and employment pathways for their target employees – these are costs that non-social enterprise or traditional businesses do not incur. For example, salaries of employees that provide specialist social support to employees in priority groups. To read more about impact costs please see the recent research Westpac Foundation commissioned with the Centre for Social Impact Swinburne: [The impact costs of jobs focused social enterprise research](#).

**Place Based Approaches:** These are collaborative, long-term approaches to building inclusive communities in a defined geographic location(s) that are developed and implemented in partnership with people from that region that are experiencing disadvantage (in the case of access to meaningful employment).

## Appendix C FAQs

### Eligibility

#### **Does my community organisation need to be a Westpac customer to apply?**

No, all community organisations and social enterprises that meet the eligibility criteria can apply for a grant.

#### **My organisation supports communities overseas. Am I eligible to apply for a Westpac Foundation Inclusive Employment Grant?**

No, we are seeking to support organisations strengthening Australian communities and helping people in need in Australia.

#### **Why are organisations that have an annual gross revenue under \$100,000 and in excess of \$5 million per annum ineligible for an Inclusive Employment Grant?**

We are seeking to support community organisations and social enterprises where a \$50,000 grant over two years will provide a significant boost to their financial sustainability and social impact as well as ensure our grant would not be one of the organisation's only sources of funding.

#### **Why is it a requirement for organisations to have a minimum annual trading revenue from goods and services of \$50,000 to be eligible for an Inclusive Employment Grant?**

The purpose of the grant is to support existing enterprises (not start ups) to develop and strengthen their business model to build greater financial resilience and sustainability to deliver on their social mission. Evidence is therefore required of existing trading income and for organisations to articulate a clear strategy to grow income based on new or developing marketing opportunities.

#### **If your organisation is seeking funding for programs or activities outside of the focus areas, you may wish to check your eligibility with Westpac Group's other philanthropic foundations.**

- [Westpac Scholars Trust](#)
- [St.George Foundation](#)
- [Bank of Melbourne Foundation](#)
- [BankSA Foundation](#)

#### **My organisation doesn't have Deductible Gift Recipient (DGR) Item 1 status, can we be auspiced by another organisation that has Deductible Gift Recipient (DGR) Item 1 status?**

If your organisation has an existing auspicing arrangement in place with a DGR recipient, please contact [Westpac Foundation](#) prior to submitting an application. If you are invited to proceed with the application, the auspicing organisation must agree in writing to the terms and conditions that we have set out in an auspicing template. You will be required to provide a signed copy of the auspicing agreement together with a recent copy of the auspicing organisation's bank statement. The auspicing partner is not required to fall within the annual revenue criteria cap of \$5 million.

## Application

### How does my organisation apply for a grant?

Your application must be submitted online through our grant portal to be considered eligible. Before submitting your application, please ensure you have prepared and reviewed your answers as applications cannot be amended once submitted. Applications close 20 May 2024.

### Can I apply again if I received an Inclusive Employment Grant in 2022?

Yes, your organisation is welcome to apply if you still meet the eligibility criteria. Your application will then be assessed based on how strongly it aligns with the selection criteria. Consideration will also be given in the selection process to ensure diversity including organisation size, geographic spread, priority groups, and the maturity stages of organisations.

### What financial information do I need to include in my application?

You will need to provide your organisation's annual gross revenue and trading income from the sale of goods and services. Please use the figures in your financial statements lodged with the ACNC or other relevant regulatory body for the last financial year. If you are an enterprise that is part of a larger parent non-profit, please include the financial information for the enterprise (not the parent entity) in the application form. If this is the case, we ask that you email Westpac Foundation before submitting an application with a PDF showing the separate profit and loss financial statements for both the parent entity and the trading enterprise. Westpac Foundation will review eligibility and advise on next steps.

### Why do you need to understand the “stage” of the enterprise?

The Inclusive Employment Grant is best suited to an early-stage organisation or social enterprise in the “validation” or “development” stage with existing trading income (minimum \$50,000) that:

- is seeking to strengthen its business model and build greater financial resilience and sustainability in delivering their social mission
- would benefit from non-financial capacity-building support in addition to the grant
- has a long-term strategy to build its business models to transition over time to attract traditional finance and impact investment

### It is not suited to:

- A “start-up” social enterprise with less than \$50,000 in trading revenue and less than \$100,000 in total revenue
- A “growth” or “established” organisation or social enterprise with a mature business model – considering growth options and blended finance and/or that has a total revenue over \$5 million.

## Social Enterprise Stages Matrix

Please assess this in relation to your organisation or social enterprise. If your enterprise is part of a larger parent non-profit please just focus on the stage of the trading enterprise not the parent entity:

| OUT OF SCOPE   | IN SCOPE OF IEG   | IN SCOPE OF IEG   | OUT OF SCOPE  | OUT OF SCOPE   |
|--|---|---|---|--|
| Vision   | Validation  | Development   | Growth  | Established  |
| <p>A new stand-alone social enterprise or a new enterprise within a non-profit organisation at the ideation or start up stage.</p> <p>We are not yet trading (or trading income is less than \$50k in the last 12 months).</p> | <p>An early-stage social enterprise that is still establishing its financial and business stability.</p> <p>The business is operating or trading (earned over \$50K in trading income in the last 12 months) but we are still reliant on grants with trading revenue less than 50% of total revenue).</p> | <p>A stable social enterprise that is building its financial and business stability.</p> <p>Our trading income is a significant component (over 50%) of our total revenue.</p> <p>Our goal is to be self-sustainable (excluding Impact Costs), and we are focused on diversifying our income streams.</p> | <p>A financially sustainable social enterprise with a viable business model preparing to scale.</p> <p>We are a self-sustaining enterprise but still require funding to manage our Impact Costs. We are interested in attracting impact investment in the next few years.</p> | <p>A commercially viable social enterprise with opportunity for further growth.</p> <p>We have a fully resolved social finance strategy for our enterprise that is informed by our analysis of what capital is available to our social enterprise and who to approach for funding.</p> |

The Social Enterprise Stages Matrix is based on the "Five Stages of Social Enterprise Development" produced by the Council of Australian Social Enterprise Intermediaries (CASEI).

## Do I need to be Social Traders or Supply Nation certified to apply?

No, it is not a requirement to be certified to apply. We do encourage trading enterprises to explore these certifications as a pathway to expand market opportunities and as an important verification to many business and government buyers.

## What can I use the grant for?

The organisation should have a good understanding of its overall funding needs to strengthen its business model. Grant funding should be applied and linked directly to strengthening trading income and the business model. Its also realistic for the organisation to have a range of business requirements that exceed the capacity of the IEG funding. If successful, grant funding can be flexibly applied directly to the business priorities across the two-year grant. Examples of use of funds include core business costs and business roles, resourcing for business development, business operations, finance or risk management and investment readiness.

## Organisation funding needs

| IN SCOPE OF IEG   | OUT OF SCOPE  |
|---|---|
| Business model funding needs \$   | Employment Model funding needs \$   |
| E.g. core business costs, core business roles, resourcing and skills for business development, business operations, finance or risk management and investment readiness | E.g. Employment model, training programs, social support and impact measurement |

## How do I know if Westpac Foundation has received my application?

Upon submitting your application, you will receive an acknowledgement email from Westpac Foundation confirming that your application has been received. This email will include your application number and a pdf copy of your application.

## When do applications close?

Applications close 20 May 2024 at 5pm AEST.

**How do you select grantees?**

Westpac Foundation has the sole discretion in selecting grantees and the process will involve an assessment of each application against the selection criteria. We recommend you include evidence or examples to back up your responses to the questions rather than broad statements alone. In addition to prioritising those organisations that most strongly align with the selection criteria, consideration will be given to ensure diversity including organisation size, geographic spread, priority groups, and the maturity stages of organisations.

**How long is the funding for and when will payments be made?**

If successful, the \$50,000 grant will be split over two \$25,000 payments – in September 2024 and September 2025, provided the applicant satisfies the terms of the IEG. The second-year payment will be subject to continuing to satisfy the eligibility criteria for the IEG and completion of a short survey requesting key outcomes of the IEG grant to date.

**Are grant recipients required to provide a grant acquittal and reporting?**

Yes, all grant recipients will be required to complete a short survey requesting key outcomes of the grant after one year as well as provide a more-in-depth survey at completion of the two-year grant. The surveys will request information on how the grant funds were used and the employment and financial outcomes achieved to date.

**What capacity building support will I have access to?**

Grant partners will also receive non-financial support including being matched with a Westpac Community Ambassador to help access a broad range of networking, leadership, business strategy, governance and financial capability programs. A Community Ambassador is a Westpac Group employee who has nominated themselves to act as a Westpac contact point to help your organisation tap into skills, resources and networks across the Westpac Group. We will also aim to support organisations to measure and communicate their “Impact Costs” of their employment or training programs so they can better understand their core business costs and profitability.

**Grant Terms and Conditions**

A declaration is made by the applicant when submitting the IEG Application. Successful applicants will receive a funding agreement outlining the Terms and Conditions of the Grant.

**Help****Can't find our emails?**

Once you have accessed the Community Grants portal to commence the application, you will receive emails from Westpac Foundation regarding your application and logon details. If Westpac Foundation emails are being redirected to your spam or junk folder, please follow these instructions for Gmail or Outlook to ensure future emails are received by your inbox.

**I am having technical problems with the Application Form, who can I contact?**

Please email [Westpac Foundation](#) for assistance.

**Where do I find more information on the Westpac Foundation**

- [2023 Impact Report](#)
- [Westpac Foundation on LinkedIn](#)
- [CSI Report](#)
- Sign up to the [Westpac Foundation newsletter](#)