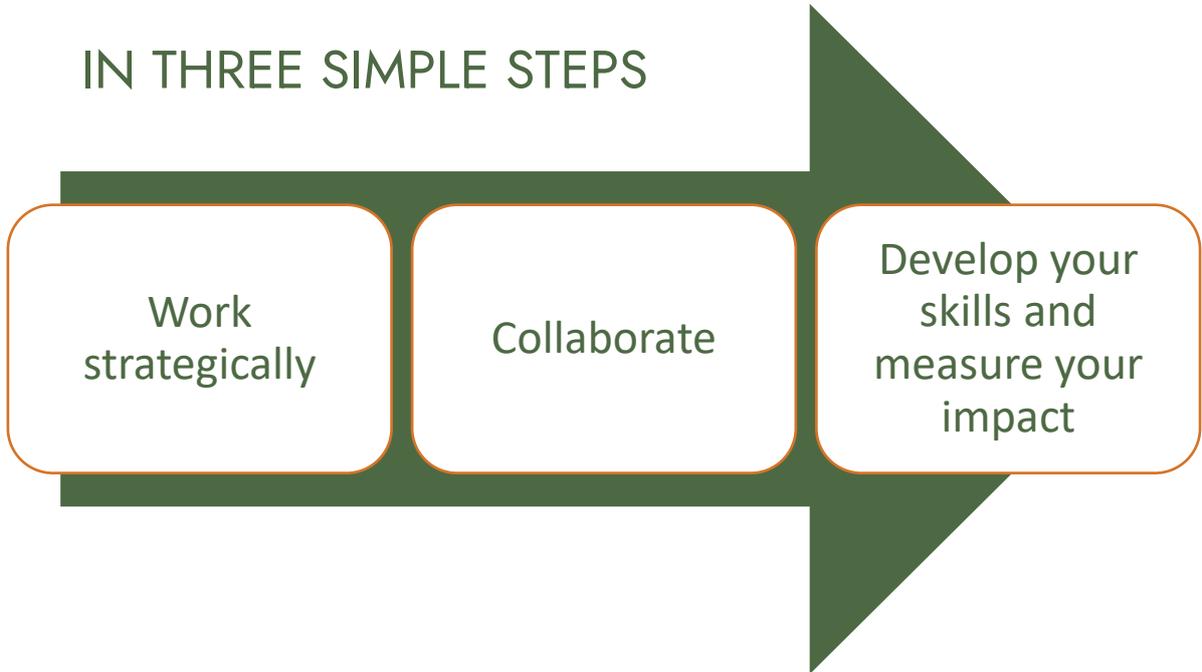




IN THREE SIMPLE STEPS



hosted by
North Sydney Council, Mosman Council and
Lane Cove Council.

Facilitated by
REDWOODS
WORK COLLABORATIVE

We acknowledge that we are meeting on Aboriginal land and pay our respects to Elders past and present.

Welcome!

This is the accompanying workbook to the session: Writing Effective Grant Applications.

In this workbook we explore:

- Applying for Council and community grants with impact
- Practical tips for completing funding applications

With the goal to improve your chance for funding

By the end of this workshop, you will:

- Have a strong understanding of working strategically and collaboratively with enhanced skills in planning, accessing, writing and evaluating grants and funding; and
- Feel confident and connected to map, source and plan for grants and funding.

Introducing your hosts

North Sydney Council Eric Poulos Community Worker – Social Planner eric.poulos@northsydney.nsw.gov.au	Mosman Council Maria Comino Community Connections Officer m.comino@mosman.nsw.gov.au
and Natalia Londono Community Capacity Building Officer natalia.londono@northsydney.nsw.gov.au	Lane Cove Council Susan Heyne Manager Community Services sheyne@lanecove.nsw.gov.au
Redwoods Work Collaborative, Tania Krasinski, tania@redwoodswc.com.au	

This workbook is presented in three sections:

- Apply for Council and Community Grants with Impact
- Practical Applications
- Closing summaries and next steps



Apply for Council and Community grants with impact

- The fundamentals of working strategically.
- A framework for collaboration and learnings from Council experts.
- Data and measuring impact.

Working Strategically

“Thinking and acting strategically involves being able to plot a course of action that leads to results, in light of opportunities, obstacles and change, and ensuring actions are implemented in the right way and at the right time to achieve the desired outcome.” Victorian Public Sector Commission, 2022.

What elements might enhance this definition?

Step one: know your mission, what does your organisation or group do?

What do you have to offer?

What do you need to do to get to where you need to be? (money, people, other resources)

What might go wrong – or – how do you assume it will play out?

What is your timeline?

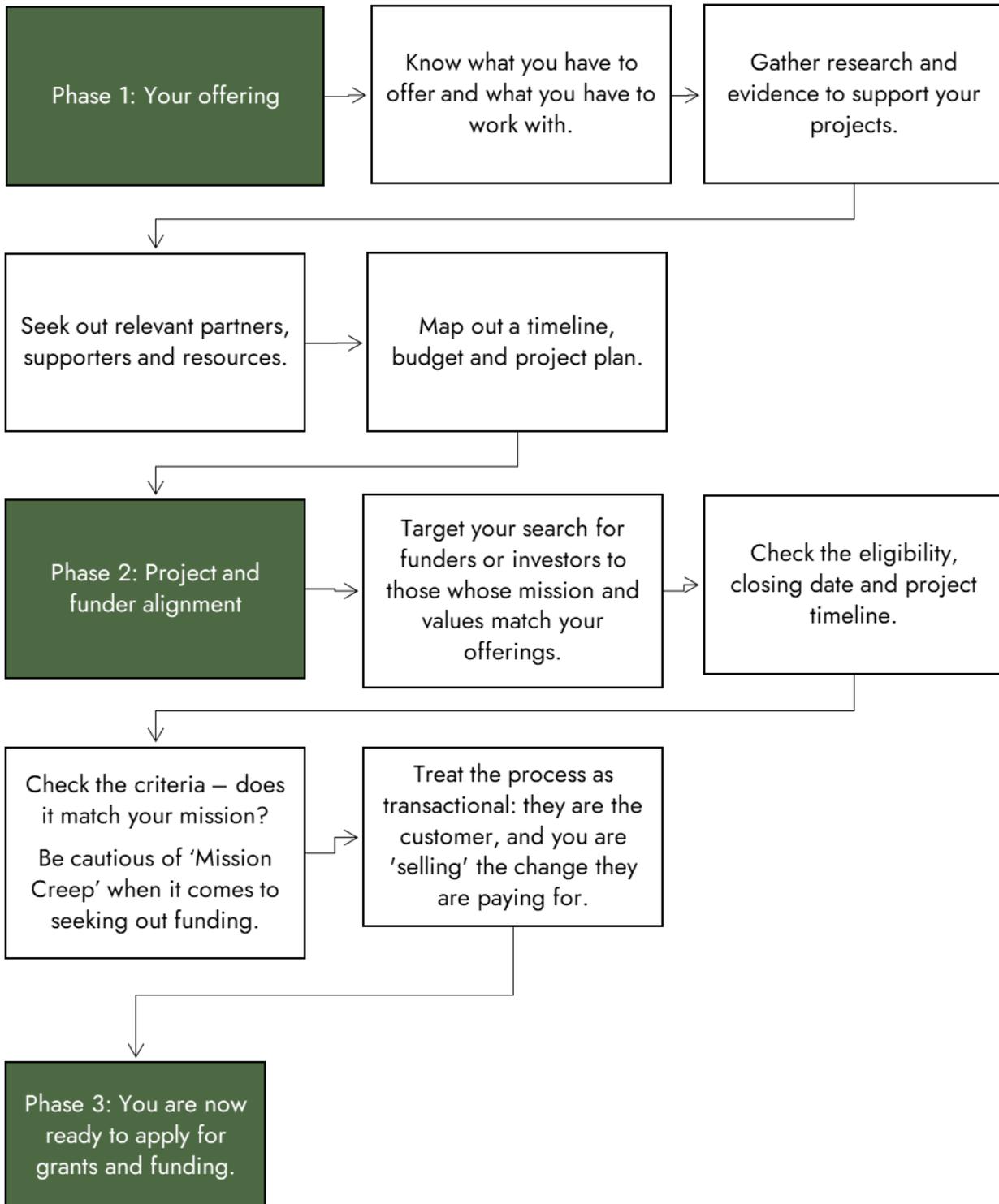
Who are you accountable to? And how will you know you have achieved your goals? [consider measurable indicators]

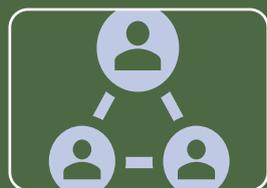
What will you achieve through this program, project and funding?

What change will occur?

How will this align to your mission?

Flowchart, notes and highlights from Council discussions





Practical Applications

- Case study
- Templates

Sample application: Insignia Community Foundation

<https://www.insigniafinancial.com.au/corporate-responsibility/community/foundation/applying-for-grants>

Case Study and Tasks

Your group or organisation is looking to partner on a project that will lead to a series of activities and events to connect community and address issues of isolation and loneliness. Long term plans for this project are to become self-sustaining and led by community members.

Using the Insignia Community Foundation, before you consider applying:

- Think about where you might start.
- Use the templates and your learnings to plot out a strategy, plan and complete the application.
- How will you know any of this would be beneficial to your community?
- How will you know whether it will succeed, or not?

Use this time to speak with the facilitators and new connections.



Closing Summary

- What have you learned?
- What will you do next?

Closing Summary

- Be clear on what you need – stay true to your mission.
- Understand the funder and their mission.
- Read **ALL** available documentation.
- Address the criteria in a way that will benefit the recipient (your contribution to their success).
- Demonstrate **HOW** your idea will succeed.
- Draft, read, re-write, re-read - ask for help.

Remember: It is a 'numbers' game. If you are not successful, do not take it personally:

- Look for the lesson (debrief and review)
- And know that what is for you will not pass you by!!

Write down 3 things you will do following this workshop

THE REDWOODS STORY

After 8 years in local government and previously 15 years in health, small business, training and IT, the founder, Tania Krasinski, observed the gradual change in funding, priorities, and resourcing for community services. In some communities, the gap between policy and the consequences of those decisions in the community was widening. Many of the resources required to support vulnerable people in the community were used to seek out funding. Most often this funding would not exactly address the service mission, as a result many services evolved to suit the funding.

Now, with emerging technologies, we all require new skills to adapt, change and drive ethical, safe and effective use of the emerging technologies to enhance and support our communities.

Redwoods upskills, resources and connects community, business and government so that we can collaborate, innovate and create meaningful change.

Our services include:

- [Consultancy](#): research, problem solving, optimisation and measurable outcomes.
- [Value creation](#): through grants workshops, policy and alignment.
- Governance and ethics in [AI & emerging technologies](#).
- [Staff development](#): understanding data and reporting; evidence-based decision-making and best practice for change and project management; work transition coaching.
- [Creative and Innovation services](#): helping you to identify and test ideas and new ways of working.
- Project and Event Management.

Contact Tania directly on:

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Workbook and slidepack can be downloaded from: <https://redwoodswc.com.au/logframe>

Stakeholder Analysis – prompts

Stakeholder contact details Hint: include collaboration partner and decision maker(s)	Priorities, KPIs, required outputs Hint: Mission, Strategy priorities, role KPIs	Contribution Hint: what can they bring to the collaboration?	Potential risk or barriers to success Hint: what might stall their contribution, or what might change?	Communication Hint: preferred communication style, method and timing
Beneficiaries: demographics Who needs your help? What age-range are they? How will you involve them? Who are the people around them?	What is important to them? How do you know?	What can they bring to your project?	How do you ensure they will be safe physically and psychosocially?	e.g. Do not share contact details of beneficiaries; protocol for communication may include only communicate via a stakeholder
Project facilitator Contact person Telephone & Email	What are their Priorities and KPIs?		e.g: Staff turnover; Change in priorities; Work schedule Reputational risk	e.g. Works Mondays, Tuesdays, Thursdays
Decision maker(s) Contact person Telephone & Email		e.g. Potential funding; release of staff to contribute to project		e.g. Communicate via [partner or stakeholder]
Other collaborators may include: Council; other services, schools, health agencies, peaks, businesses				e.g. Communicate directly with team member – email preferred
Potential funders	Community engagement Alignment with priorities Value for money	Funding Facilitation / guest speaker Promotion	Will require policies and agreements when working with for-profit organisations	e.g Communicate directly

Stakeholder Analysis template

Stakeholder contact details Hint: include collaboration partner and decision maker(s)	Priorities, KPIs, required outputs Hint: Mission, Strategy priorities, role KPIs	Contribution Hint: what can they bring to the collaboration?	Potential risk or barriers to success Hint: what might stall their contribution, or what might change?	Communication Hint: preferred communication style, method and timing
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