



# KRCIC Social Investment Fund

## Community Initiative Sponsorship Guidelines

Kullarri Regional Communities Indigenous Corporation (KRCIC) Social Investment Fund is designed and intended to provide funding for small projects, educational support and other incentives that align to KRCIC's objectives with a key focus of benefitting Aboriginal people, communities, and organisations of the Kullarri region.

### 1. About

Formed in 2003, Kullarri Regional Communities Indigenous Corporation (KRCIC) has its origins in the delivery of Community Development Employment Projects (CDEP) services. The organisations focus has grown from Remote Community Employment to the inclusion of Youth and Families and the organisations' structure enables absolute focus on community development, training, and employment outcomes as well as youth and family support for the people and communities of the Kullarri Region.

KRCIC operates as a not-for-profit Indigenous organisation with a vision to ***“Create positive and sustainable futures for Aboriginal & Torres Strait Islander people and communities in the Kullarri Region”***.

### 2. General Eligibility

To receive funding or a community sponsorship, an applicant must:

- Be an Aboriginal community member, or Aboriginal Community Controlled not-for-profit organization in the Kullarri region.
- Be able to obtain support and endorsement from a current KRCIC director (preferably who represents their community or region).
- Provide a signed letter of support from a referee. (See 7 – Referee Requirements).
- Clearly demonstrate how their proposed project or sponsorship request will promote social wellbeing and create a positive social outcome in the region.

### 3. Program Objectives

Applications to the Social Investment fund should contribute to KRCIC's strategic objectives.

<https://www.krci.org.au/wp-content/uploads/2021/12/KRCIC-Strategic-Plan-2020-2025.pdf>

The objective of the Social Investment Fund is to provide financial assistance to eligible organisations and individuals for outcome-based projects, programs and initiatives which:

- Improves lives of Kimberley Aboriginal People and Communities; and
- Provides support or an opportunity for training and education for Kimberley Aboriginal youth that will improve the capacity of Kimberley Aboriginal People and Communities.



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### 4. Application

Application rounds for the KRCIC Social Investment Fund will be advertised on the KRCIC website and other media as considered appropriate.

To enable an accurate and comprehensive assessment of applications, all applications must be completed in full and submitted prior to the closing time and date.

Applications that are incomplete, do not include the supporting documentation or are not submitted prior to the closing date may be deemed ineligible.

KRCIC reserves the right to amend without notice the Funding Application Guidelines for Funding Applicants. It is the responsibility of applicants to check the KRCIC website that the respective documents are current.

#### Application Requirements

- a) The application form for the social Investment fund is available to download from KRCIC's official website or upon request from any KRCIC Office.
- b) The application form must be duly completed and must be endorsed by a current KRCIC director prior to emailing it to [enquiries@krci.org.au](mailto:enquiries@krci.org.au) (ATTN: KRCIC Social Investment Fund) or posting to PO Box 7470, Broome WA, 6725 or it can be hand delivered to the KRCIC office on 9 Haynes Street.
- c) Applicants must also provide a signed letter of support from a referee. (See 7 – Referee Requirements).
- d) Applications will initially be assessed by the KRCIC's Investment oversight committee against the eligibility criteria and the applications completeness.
- e) Awardees must agree to provide information on project outcomes and impacts to KRCIC for reporting and media use.

#### Application review process

The process will be an open competitive selection process as follows:

**Stage 1:** All grant applications received during the relevant funding round deadlines will be acknowledged by KRCIC via email.

**Stage 2:** First screening of applications will initially be assessed by the KRCIC's Investment oversight committee against the eligibility criteria and the applications completeness. Assessment will be:

- compliance with Guidelines
- applicant eligibility and ability to undertake the project
- relevance of project to KRCIC objectives
- clarification of details relating to the project strategy and/or budget.

**Stage 3:** KRCIC'S Investment oversight subcommittee will present the eligible applicants to the KRCIC board of directors who will have the final decision on approval.

**Stage 4:** Sponsorship applicants will be notified of their application outcome by the email or phone number used in the application form within 4 weeks from the date of application. *(In the event of any unforeseen circumstances that may delay the process, applicants will be advised).*

**Stage 5:** Funding agreement is finalised, executed and payment made.



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### 5. Funds

The funds from the KRCIC social Investment fund can only be granted to fulfill the social needs of members, organizations, and communities where KRCIC operates and if there is no other party that is directly or indirectly responsible for fulfilling the proposed social needs.

A maximum funding pool of up to \$50,000 is available for each financial year for community sponsorship projects. Depending on the number of applications received, KRCIC expects to provide sponsorships between \$500 - \$10,000 per proposal.

However, KRCIC does not discourage sponsorship requests for greater amounts and will use its discretion to award some or all the amount requested.

### 6. Ineligible Activities

KRCIC is seeking to provide support for innovative proposals that are diverse and not funded or supported by other mainstream support programs. Please note that the funding awarded cannot be used for activities such as:

- Costs associated with initiatives that KRCIC considers to be the 'core business' of the organisation, including general administrative and management costs such as staff wages or capital expenditure
- Any projects that may create negative social impact or conflicts within the region (e.g., events allowing access to alcohol and smoking).
- Support for individuals that do not have direct and measurable benefits for Kimberley Aboriginal People or Communities.
- Business development activities and activities that will be of a commercial benefit to the recipient (e.g., promotion of the recipient's business)
- Activities that are commercially viable in their own right.
- Capital expenditure contributing to real estate property.
- Activities that are the responsibility of other funding bodies or other government agencies (e.g. academic research,)
- Funding of completed activities, or recurrent funding of activities.

Unless proposed activities are considered by KRCIC to be of relevance to its objectives, we will generally not fund travel and accommodation for attendance at conferences or meetings, participation in fieldwork or other events.

### 7. Referee requirements

Applicants must provide a signed letter/s of support from a referee/s, which must describe:

- their relationship to the applicant,
- their involvement or interest, if any, in the project,
- the project's objectives and the strategies to achieve them, and
- the applicant's ability to complete the project and to administer project funds.



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The applicant is responsible for contacting the referee(s) in advance and provide them with a copy of the grant application, to assist their preparation of their letter of support. KRCIC may or may not contact referees directly to seek additional information.

Referees should not be staff or Board Members of KRCIC.

*Please note: On the application form you are required to seek endorsement from a KRCIC Board member.*

### **8. Reporting and acquittal requirements**

KRCIC will require reporting and acquittal for any funds provided. The extent of the reporting will depend on the nature and size of the project, and the amount of funds provided.

Details of reporting requirements and financial acquittals will be set out in the funding agreement. Recipients are required to provide documentation or an acquittal for 100% of the funds awarded.

As a condition of receiving a funds, each recipient must ensure the funds are used solely to implement the proposed project and must not use the sponsorship for any other purpose without the prior written consent of KRCIC.

KRCIC reserves the rights to allocate all, a portion, or none of the funding available.

If there are multiple applications from the same community, KRCIC may use its discretion to ask applicants to collaborate and or only award certain projects.

### **9. Taxation**

Successful funding recipients are responsible for making their own arrangements regarding any taxation liabilities that may arise from the award of funding.

### **10. Insurance**

Successful funding recipients are responsible for obtaining and maintaining any insurance necessary or prudent for undertaking the proposed activity and to provide KRCIC with evidence of insurance policies promptly on request, as required by the Funding Agreement.

### **11. Responsibilities of the recipient**

Successful applicants will need to seek written approval from KRCIC to make any variation to the project, as detailed in the application form.

Funding recipients are normally responsible for all administrative costs and arrangements associated with their project.

Applicants should keep an electronic copy and hard copy of their application and supporting documentation for their own records, as applications and documentation will not be returned to applicants once the selection process is concluded.



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### 12. How we will use your information

The information provided in the funding application is used by KRCIC when processing and assessing the submission. Summary information provided by all applicants will be stored securely and will only be available to relevant KRCIC staff on a need-to-know basis. In all circumstances, KRCIC will only use and/or disclose personal information in accordance with the Privacy Act 1988.

Please be aware that as a condition of accepting the sponsorship funds we will request you to share stories, photos, and quotes from the activities to be used in the media and for promotion of KRCIC.

### 13. Contact Details

For further information or support with your application:

ATTN: KRCIC Social Investment Fund  
Email [enquiries@krci.org.au](mailto:enquiries@krci.org.au)  
Phone: (08) 9194 1900  
Address: PO Box 7470, Broome WA 6725

We encourage you to seek support as early as possible if you require assistance.

**Applications must be received by 5:00pm Friday the 6<sup>th</sup> January 2023 to [enquiries@krci.org.au](mailto:enquiries@krci.org.au) or submitted in person at the KRCIC office**

**Late applications may not be accepted**