Our grant-making approach
Guidelines for Significant and Flagship Grants
May 2020

Hand Heart Pocket the Charity of Freemasons Queensland’s primary focus for at least the next three years is to help improve outcomes for youth at risk. As a result, the majority of our Significant and Flagship grant-funding will be committed to supporting programs and initiatives that provide a holistic and strength-based approach, which is backed by evidence, to engage young people at risk to have hope for their own futures and help them to:

- Find a stable home;
- Build a support network;
- Contribute to the community;
- Seek help when needed;
- Gain an education and skills for the future;
- Find stable paid or volunteer work.

In addition to our focus on youth at risk, Hand Heart Pocket’s current Strategy 2018-2024 also incorporates a smaller portion of grant funding for initiatives that support the following:

- Men’s mental and physical health - this encompasses any initiatives that support males with their physical and/or mental health or helps males who are homeless or who are at risk of homelessness, including those with a disability. It also includes preventative initiatives that encourage males to have positive mental and physical health.
- Women’s financial and physical security - this encompasses any initiatives that support females financial or physical security such as domestic violence prevention or that supports females who are homeless or who are at risk of homelessness, including those with a disability.
- Ageing population – this includes any initiative that supports positive ageing, the health needs of the aged or that assists with meeting the challenges of an ageing population.

Grant-funding is provided through two grant rounds per year. We support registered charitable organisations or businesses that trade to intentionally tackle social problems that operate in either Queensland or in Papua New Guinea. They must be able to demonstrate that their programs and initiatives are able to assist Hand Heart Pocket to make progress against its ‘Theory of Change’ to improve outcomes for youth at risk, or are in support of Hand Heart Pocket’s current strategy. Grants are classified as either Significant Grants (up to $500k) or Flagship Grants (over $500k).
We also offer **Capacity Building Grants** as we understand that organisations may need a hand up at different stages and for different reasons. This may mean providing assistance to an organisation to get them to the next stage or to position their organisation for future success. Examples of capacity building grants:

1. Funding to establish a Theory of Change which clearly identifies the problem you are trying to help address, how your organisation plans to help address that problem, and what outcomes it hopes to achieve.
2. Funding to collate evidence to support your Theory of Change – this can include both quantitative and qualitative evidence that your organisation has collected through its current programs and/or evidence collected by other organisations from similar programs and initiatives.
3. Funding to establish a proposed framework to measure the outcomes and impact of your program or initiative.
4. Fund a specialist to develop an organisation’s long-term strategy, business plan and governance program to provide a clear path forward into the future.
5. Funding to procure additional equipment to facilitate growth and expansion within the organisation.
6. You may seek funding to run a evidenced based start-up or pilot program.

**Does my program or initiative qualify for a grant from Hand Heart Pocket?**

As an organisation operating in Papua New Guinea, to be considered for a grant from Hand Heart Pocket you must:

- Have charitable entity status, be registered with the Investment Promotion Authority;
- Provide a copy of the organisation’s formal constitution;
- The constitution must include charitable clauses dealing with funds solely for social purpose, member distributions and a winding-up clause.

Hand Heart Pocket is unable to consider grants for the following:

- Projects outside of Queensland or Papua New Guinea;
- Applications submitted on your behalf by an auspice organisation;
- Retrospective or deficit funding;
- General fundraising appeals;
- Promotion of religion;
- Political organisations;
- Direct grants to individuals, including travel expenses, personal study or attendance at conferences;
- Charities directly supporting animals, unless the animals provide assistance for people with a disability (e.g. registered assistance dogs).
Hand Heart Pocket’s Theory of Change

Outlined below is Hand Heart Pocket’s Theory of Change. Please also refer to our Background Report and Hand Heart Pocket’s Theory of Change: Improving Outcomes for Youth at Risk in Queensland to see why we believe this problem is so important to address, what we have found to work so far, and how we plan to measure our outcomes and impact. You can also view our whiteboard video on our website www.handheartpocket.org.au

THE PROBLEM WE ARE TRYING TO ADDRESS

Young people at risk through trauma, disadvantage, social isolation and discrimination, are more likely to have adverse outcomes over the course of their lives. These adverse outcomes might include homelessness, not completing school, unemployment, addiction, poor mental and physical health, domestic violence and interactions with the police and justice systems.

IF WE:

- Focus our resources and most of our grant funding for at least the next three years to help improve outcomes for youth at risk.
- Build the right partnerships with other charities and philanthropists whose focus is also young people at risk.
- Build the capacity of other charities to help enhance their impact management.
- Support our charity partners to measure their impact and better understand the outcomes being created.
- Share what we learn.

THROUGH:

The support of evidence-based programs and initiatives that help young people at risk to have hope for their own futures and to:

- Find a stable home
- Build a support network
- Contribute to the community
- Seek help when needed
- Gain an education and skills for the future
- Find stable paid or volunteer work

THEN THIS WILL RESULT IN:

For youth at risk:
- Increased confidence.
- Increased hope for the future.
- Increased social interactions.

For other charities:
- Greater clarity in how impact is created, managed and measured.

AND EVENTUALLY WILL LEAD TO:

- Educational attainment (completion of Year 10, 11 or 12, TAFE, apprenticeship or university).
- Stable employment over time (full-time or part-time).
- Regular volunteering and community contribution.
- A stable support network in place.
- Stable housing.
- Reduced reliance on government services.
- Improved health and wellbeing.

IMPROVED OUTCOMES FOR YOUTH AT RISK IN QLD OVER TIME
How do I apply for a Hand Heart Pocket grant?

1) Read our *Background Report and Hand Heart Pocket’s Theory of Change: Improving Outcomes for Youth at Risk in Queensland*

2) To apply for a Significant or Flagship Grant ensure that you have a specific initiative or project that supports Hand Heart Pocket’s ‘Theory of Change’ or current strategy.

3) To apply for a Capacity Building Grant, answer where possible the questions asked in the detailed proposal section and remember to include any additional supporting documentation that may support your application.

4) Check that your organisation is a registered Australian/Papua New Guinea charity or a business that trades to intentionally tackle social problems and is eligible for a grant from Hand Heart Pocket.

5) Ensure that you can qualify your program design and outcomes, or proposed outcomes, with an evidence-base.

6) Understand the limitations that apply to your grant application (see below):
   - Only one application can be made per organisation within any twelve-month period.
   - Existing grants need to be acquitted and released by Hand Heart Pocket before an organisation can apply for a new grant.
   - An applicant cannot reapply for a previously declined project, except by invitation from Hand Heart Pocket.
   - An applicant cannot reapply for a project where Hand Heart Pocket has funded that project at any time during the previous three years, except by invitation following a discussion with Hand Heart Pocket.

7) Make an application – Hand Heart Pocket has a two-stage application process:
   1. Complete a Hand Heart Pocket *Grant Application: Significant and Flagship Grants*. This will be reviewed against the criteria outlined in this document and in the Grant Application Form. Ensure that you have attached all the requested documentation including a detailed proposal about your program or initiative.
   2. If your application progresses, Hand Heart Pocket may request that you provide a face-to-face presentation or facilitate a site visit so we can better understand your organisation and how your program works.

When will I know if my Hand Heart Pocket Grant is successful?

Grant applications will be assessed as part of one of our two grant rounds. Our grant rounds align with the financial year and are:

- **Grant Round 1**
  - Applications must only be submitted between 1 June and 30 June. Applications will not be accepted outside of this time unless by invitation.
  - Successful recipients will be notified during October / November.
  - Unsuccessful applicants will be notified during October / November.
  - All recipients for Grant Round 1 will be published on our website in November / December.

- **Grant Round 2**
  - Applications must only be submitted between 1 November and 30 November. Applications will not be accepted outside of this time unless by invitation.
  - Successful recipients will be notified during May / June.
  - Unsuccessful applicants will be notified during May / June.
  - All recipients for Grant Round 2 will be published on our website in June / July.

What if I have further questions?

If you have any questions or would like to discuss further, then please contact Danielle Chappell, Manager Benevolence Assistance, Grants, Gifts & Wills on 07 3493 6000 or email info@handheartpocket.org.au